

WORK SESSION
REVIEW PROPOSED GENERAL FUND BUDGET
FOR FY 7-1-06 TO 6-30-07
6:30 – 7:30

THE VILLAGE OF DEXTER
VILLAGE COUNCIL MEETING
MONDAY May 22, 2006

*******7:30pm*******

Dexter Senior Center, 7720 Dexter Ann Arbor Road

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

B. ROLL CALL: President Seta J. Carson P. Cousins S. Keough
 J. Semifero T. Walters D. Fisher

C. APPROVAL OF THE MINUTES

1. Regular Council Meeting Minutes- May 8, 2006

Page#

D. PRE-ARRANGED PARTICIPATION:

Pre-arranged participation will be limited to those who notify the Village office before 5:00 p.m. Tuesday of the week preceding the meeting, stating name, intent and time requirements (10-minute limit per participant)

- 1 Mayor Feeney & Jack Merkel City of Chelsea, discuss City Status

E. APPROVAL OF AGENDA:

"This meeting is open to all members of the public under Michigan Open Meetings Act "

www.villageofdexter.org

F. PUBLIC HEARINGS

Action on each public hearing will be taken immediately following the close of the hearing

Public Informational Meeting on Proposed Water Rate Increase

**ACTION ITEM: Consideration of: RESOLUTION FOR THE PURPOSE OF ESTABLISHING
WATER AND SEWER RATES EFFECTIVE JULY 1, 2006
FOR THE VILLAGE OF DEXTER**

G. NON-ARRANGED PARTICIPATION:

Non-arranged participation will include those in the audience not listed on the agenda that wish to speak. At the Village President's discretion, members of the audience may be called on to speak at any time. Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives.

H. COMMUNICATIONS :

1. NOTICE-Road Closure Ryan Drive

I. REPORTS:

1. Community Development Manager-Allison Bishop **Page#**
2. Board and Commission Reports
DDA-Dan O'Haver, Chairman
3. Subcommittee Reports
4. Village Manager Report **Page#**
5. President's Report
Webster Twp 425 Update

This meeting is open to all members of the public under Michigan Open Meetings Act

www.villageofdexter.org

J. CONSENT AGENDA

Bills & Payroll will be a standing item under consent agenda. Discussion of the Budget and Financial matters will be covered under the Presidents Report as a standing item. Items under consent agenda are considered routine and will be acted upon in one motion. There will be no separate discussion of these items unless a Council Member so requests, and the item will be removed from Consent and added to the regular agenda at the end of New Business

1. Consideration of: Bills & Payroll in the amount of: **\$244,056.53**

Page#

2. Consideration of: Request from Dexter Daze Committee for assistance with the annual Dexter Daze Festival as outlined in the letter dated May 4, 2006, including Central Street Road closure.

Page#

3. Consideration of: Request from the Dexter Area Chamber of Commerce to hold the annual Ice Cream Social June 3, 2006 in Monument Park. Request includes closure of Central Street from Main to Fifth.

Page#

K. OLD BUSINESS- Consideration and Discussion of:

1. Discussion of: Request for annexation from Jim Haeussler of Peters Building Company – Update?

2. Discussion of: Voluntary Outdoor Water Restrictions

Page#

L. NEW BUSINESS- Consideration and Discussion of:

1. Consideration of: Projects identified for General Fund Infrastructure Improvements and Bond Options

Page#

2. Consideration of: RESOLUTION AUTHORIZING THE S2 GRANT AGREEMENT

Separate in Packet

- 3 Consideration of: **RESOLUTION ESTABLISHING MILLAGE RATES FOR THE VILLAGE OF DEXTER FOR FISCAL YEAR 2006/07**
Set for Public Hearing June 12, 2006
Page#
- 4 Consideration of: Forming a task force/committee of residents; to conduct surveys and public forums to determine the advantages and disadvantages of incorporation.
Page#
- 5 Consideration of: Recommendation to continue membership in Michigan Municipal League for the period July 1, 2006 to June 30, 2007 – dues \$1,417
Page#
- 6 Consideration of: Recommendation from the Planning Commission to adopt proposed amendments to Article 21-Site Plan Review and Approval of the Village of Dexter Zoning Ordinance
Second Reading **Page#**
- 7 Consideration of: Recommendation from President Seta to appoint Derk Wilcox to complete the term vacated by Erik Lovell on the Planning Commission, ending June 2008
Page#
- 8 Consideration of: Recommendation to re-appoint to Planning Commission - Kimmel, Clugston, and Kowalski to terms ending June 2009
Page#

M. COUNCIL COMMENTS

N. NON-ARRANGED PARTICIPATION

Same as item F. Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives.

O. ADJOURNMENT:

"This meeting is open to all members of the public under Michigan Open Meetings Act"

www.villageofdexter.org

DEXTER VILLAGE COUNCIL AGENDA
REGULAR MEETING
MONDAY, MAY 8, 2006

5.22.06

C-1

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:30 by President Seta in the Dexter Senior Center located at 7720 Dexter Ann Arbor Rd. in Dexter, Michigan

B. ROLL CALL:

S. Keough	J. Semifero	
T. Walters	J. Carson	D. fisher
J. Seta	P. Cousins	absent

C. APPROVAL OF THE MINUTES

Minutes of the Regular council meeting of April 24, 2006.

Motion Fisher, support Walters to approve the minutes of Regular Council meeting of April 24, 2006 as amended to correct Keough's motion under PUBLIC HEARINGS to include (mon, wed, fri) even and (tues, thurs, sat) odd.

Ayes: Fisher,Keough,Semifero,Walters,Carson,Seta.

Nays: none

Motion carries

Minutes of Special Meeting with WCRC- April 25, 2006.

Motion Fisher, support Semifero to approve the minutes of the Special Meeting with WCRC- April 25, 2006 as amended to include Fisher's attendance.

Ayes: Keough,Semifero,Walters,Carson,Fisher,Seta.

Nays: none

Motion carries

D. PREARRANGED PARTICIPATION

1. Jim Hegarty of Prein & Newhoff- Mill Pond Dam Removal Issues

E. APPROVAL OF THE AGENDA

Motion Fisher, support Semifero to approve the agenda as amended to include Item A. under Board and commission Reports, DAFD UPDATE- Mr. Semifero.

Ayes: Semifero,Walters,Fisher,Carson,Keough,Seta.

Nays: none

Motion carries

F. PUBLIC HEARINGS

None

G. NON-ARRANGED PARTICIPATION:

None

H. COMMUNICATIONS:

1. WCRC- Parker Road Bridge Closure 4-26-06
2. WC Sheriff Department-Sgt. Filipiak 4-28-06
3. WC Sheriff Dept.-Local Merchant's letter 4-29-06
4. Spring Clean-up May 12, 2006

I. Reports

1. Department of Public Services-Ed Lobdell
2. Community Development Manager-Allison Bishop
3. Board and Commission Reports
 - i. DAFD update- Semifero re: 4-27-06 meeting
 1. annual audit complete
 2. purchase of new tanker engine discussion-authorized
 3. new hire for last full time position
 4. nominated Ray Tell to an "at-large" position on DAFD
4. Subcommittee Reports
 - i. Utility Committee- Meeting with Webster TWP
5. Village Manager Report
 - i. Written Report attached
 - ii. Letter to Webster Township- give tax dollars back to Dexter residents
6. President's Report
 - i. Update from WCRC Meeting- May 5, 2006 and Cost Share Agreement- approved
 - ii. set meeting with Jim Haeussler of Peters building and Charlie Neilsen of Scio Township re: co-development of annexation property

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$87,850.85
2. Consideration of: Request from Dexter Lions to hold their annual White Cane sales on May 19th and 20th, 2006 throughout the Village.

Motion Semifero, support Carson to approve the consent agenda as presented

Ayes: Walters, Carson, Keough, Fisher, Semifero, Seta.

Nays: None

Motion carries

K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of: Request for annexation from Jim Haeussler of Peters Building Company-Update.
2. Consideration of: GENERAL CODE AMENDMENT CHAPTER 58- UTILITIES, SECTION 39- WATER RESTRICTIONS

Motion Keough to withdraw the motion made at the April 24th meeting of the Dexter Village Council regarding the GENERAL CODE AMENDMENT CHAPTER 58- UTILITIES, SECTION 39- WATER RESTRICTIONS

Ayes: Carson, Fisher, Keough, Semifero, Walters, Seta.

Nays: none

Motion carries

Motion Keough, support Fisher to adopt Sec. 58-39 subsection a Water Restrictions of GENERAL CODE AMENDMENT CHAPTER 58 UTILITIES, SECTION 39 WATER RESTRICTIONS presented as Item K-2, Agenda 5-8-06 with the removal of the word "permanent". The motion includes the understanding that compliance is voluntary on an odd/even day rotation and that education of the public regarding this restriction is paramount.

Ayes: Fisher, Keough, Semifero, Walters, Carson, Seta.

Nays: None

Motion carries

3. Consideration of: Mill Pond Upstream Property Research-Update

No Action

L. NEW BUSINESS-Consideration of and Discussion of:

1. Discussion of: Proposed Water and Sewer Rate adjustments through 2009.

Motion Semifero, support Carson to publish a public informational meeting for Monday, May 22, 2006 for the consideration of adopting the RESOLUTION FOR THE PURPOSE OF ESTABLISHING WATER AND SEWER RATES EFFECTIVE JULY 1, 2006 FOR THE VILLAGE OF DEXTER, MICHIGAN identified as Item L. 1 , agenda 5-8-06 with the exclusion of bulleted items under water rates and sewer rates.

Ayes: Semifero, Walters, Carson, Seta.

Nays: Keough, Fisher

Motion carries

- 2 Discussion of: S2 Grant Application (SRF & SWQIF)
- 3 Consideration of: Recommendation to enter into an agreement with Washtenaw Development Council for services for 2006.

Motion Semifero, support Fisher to enter into an agreement with Washtenaw Development Council for services for 2006.

Ayes: Semifero

Nays: Walters, Fisher, Carson, Keough, Seta

Motion fails.

- 4 Discussion of : 425 agreement Webster Township & Village of Dexter
 - i. Webster prefers Gordon Hall not leave the township.
 - ii. Township interested in water and sewer from Dexter
 - iii. Revise 425 to leave Gordon Hall and Jenny's Farm Market in township?

M. COUNCIL COMMENTS

Semifero	No
Fisher	No
Boyle	No
Walters	Farmer's Market opening day was good
Carson	No
Keough	discuss taxation issue from Lawyer's letter next meeting Monument Park Bldg., restore grassy area next to Dairy Queen also, check into wire on ground

N. NON-ARRANGED PARTICIPATION

None

O. ADJOURNMENT

Motion Fisher, support Carson to adjourn at 9:27
Unanimous voice vote

Respectfully submitted,

David F. Boyle
Clerk, Village of Dexter

Approved for Filing: May 22, 2006

AGENDA 5.22.06
F-1

**NOTICE OF PUBLIC INFORMATIONAL MEETING
ON PROPOSED WATER RATE INCREASE**

Notice is hereby given that the Dexter Village Council will hold a public informational meeting Monday, May 22, 2006 at 7:30 p.m. at the Dexter Senior Center – 7720 Dexter-Ann Arbor Street, Dexter, Michigan for the purpose of hearing public comment regarding a proposed Water Rate increase.

<u>Water Rates</u>	<u>Current Rates</u>	<u>Proposed 5% increase</u>
Ready To Serve Monthly Fee	\$5.30	\$5.57
First Meter Per 1,000 Gallons	\$2.39	\$2.51
Second Meter Per 1,000 Gallons	\$3.20	\$3.39
Out-side Village Service Area Per 1,000 gallons	\$3.39	\$3.51

<u>Sewer Rates</u>	<u>Current Rates</u>	<u>Proposed Change</u>
Ready to Serve Monthly Fee	\$5.00	\$5.00
Minimum First 1,000 Gallons	\$10.90	No Minimum
Per 1,000 Gallons	\$5.90	\$6.15
Out-side Village Per 1,000 gallons	\$6.90	\$8.61
Per 1,000 Gallons Sewer Debt Charge	\$0.25	Included in rate

<u>Other Charges and Penalties</u>	<u>Current Rates</u>	<u>Proposed No Change</u>
Penalties on Late Charges	5% Cumulative	5% Cumulative
Turn-on and Turn-off Charges	\$35	\$35
Meter Calibration Charge	\$35	\$35
Water Only Meter 1 inch	\$250	\$250

The proposed resolution is printed below:

WHEREAS, Village Council has accepted the “Fund Analysis and Rate Study” on April 10, 2006, which provides a cost of service analysis to adjust water and sewer rates in the Village according to the following schedule, and

WHEREAS, the “Fund Analysis and Rate Study” is available for public inspection at the Village Office, and

WHEREAS, the Village published this resolution prior to its adoption, and provided a “Public Informational Meeting” on May 22, 2006 for public education and comment, and

WHEREAS, Village Ordinance requires rates to be established by Council by Resolution.

NOW THEREFORE BE IT RESOLVED:

Water Rates (+5%) – Effective July 1, 2006 Usage Billing rate established as follows:

Ready To Serve Monthly Fee	\$5.57
First Meter Per 1,000 Gallons	\$2.51
Second Meter Per 1,000 Gallons (135%)	\$3.39
Water Rate Out-side (140%) Village Service Area Limits Per 1,000 gallons	\$3.51

Sewer Rates (+0%) – Effective July 1, 2006 Usage Billing rate established as follows:

Ready To Serve Monthly Fee	\$5.00
Per 1,000 Gallons	\$6.15
Sewer Rate Out-side (140%) Village Limits Per 1,000 gallons	\$8.61

Other Charges and Penalties:

Penalties on Late Monthly Charges (Cumulative)	5%
Turn-on and Turn-off Charges	\$35
Meter Calibration Charge	\$35
Water Only Meter	\$250

Donna Dettling
Dexter Village Manager

**RESOLUTION FOR THE PURPOSE OF ESTABLISHING
WATER AND SEWER RATES EFFECTIVE JULY 1,
2006 FOR THE VILLAGE OF DEXTER, MICHIGAN**

At a regular meeting of the Village Council of the Village of Dexter, Michigan called to order by President Seta on May 22, 2006 at 7:30 p m , the following resolution was offered:

Moved by:

Second by:

WHEREAS, Village Council has accepted the "Fund Analysis and Rate Study" on April 10, 2006, which provides a cost of service analysis to adjust water and sewer rates in the Village according to the following schedule, and

WHEREAS, the "Fund Analysis and Rate Study" is available for public inspection at the Village Office, and

WHEREAS, the Village published this resolution prior to its adoption, and provided a "Public Informational Meeting" on May 22, 2006 for public education and comment, and

WHEREAS, Village Ordinance requires rates to be established by Council by Resolution.

NOW THEREFORE BE IT RESOLVED:

Water Rates (+5%) – Effective July 1, 2006 Usage Billing rate established as follows:

Ready To Serve Monthly Fee	\$5.57
First Meter Per 1,000 Gallons	\$2.51
Second Meter Per 1,000 Gallons (135%)	\$3.39
Water Rate Out-side (140%) Village Service Area Limits Per 1,000 gallons	\$3.51

Sewer Rates (+0%) – Effective July 1, 2006 Usage Billing rate established as follows:

Ready To Serve Monthly Fee	\$5.00
Per 1,000 Gallons	\$6.15
Sewer Rate Out-side (140%) Village Limits Per 1,000 gallons	\$8.61

Other Charges and Penalties:

Penalties on Late Monthly Charges (Cumulative)	5%
Turn-on and Turn-off Charges	\$35
Meter Calibration Charge	\$35
Water Only Meter	\$250

AYES: _____

NAY: _____

David F. Boyle Clerk

RESOLUTION DECLARED ADOPTED THIS ____ DAY OF MAY, 2006

BI-MONTHLY UTILITY BILLING CYCLE SCHEDULE

Usage Period	Billing Mailed	Due Date	SHUT-OFF FOR NON-PAYMENT	
Mid October to Mid December 2006	12/30/2005	1/30/2006	4-Jan-06	
Mid December to February 28, 2006	3/15/2006	4/15/2006	1-May-06	
March & April 2006	5/15/2006	6/15/2006	1-Jul-06	
May & June 2006	7/15/2006	8/15/2006	1-Sep-06	
July & August 2006	9/15/2006	10/15/2006	1-Nov-06	Proposed Rate Adjustment
September & October 2006	11/15/2006	12/15/2006	1-Jan-07	
November & December 2006	1/15/2007	2/15/2007	1-Mar-07	
January & February 2007	3/15/2007	4/15/2007	1-May-07	
March & April 2007	5/15/2007	6/15/2007	1-Jul-07	
Any delinquent utility bill not paid by the due date will be subject to termination of service after a notice has been sent stating service will terminate in ten (10) days. Accounts must be paid in full or satisfactory arrangements made to avoid shut-off.				



AGENDA 5.22.06
VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

NOTICE OF ROAD CLOSURE

Ryan Drive will be closed from approximately Wilson Drive to Dexter Ann Arbor Road starting May 17th and will be closed for 2 weeks to complete water main and pavement work.

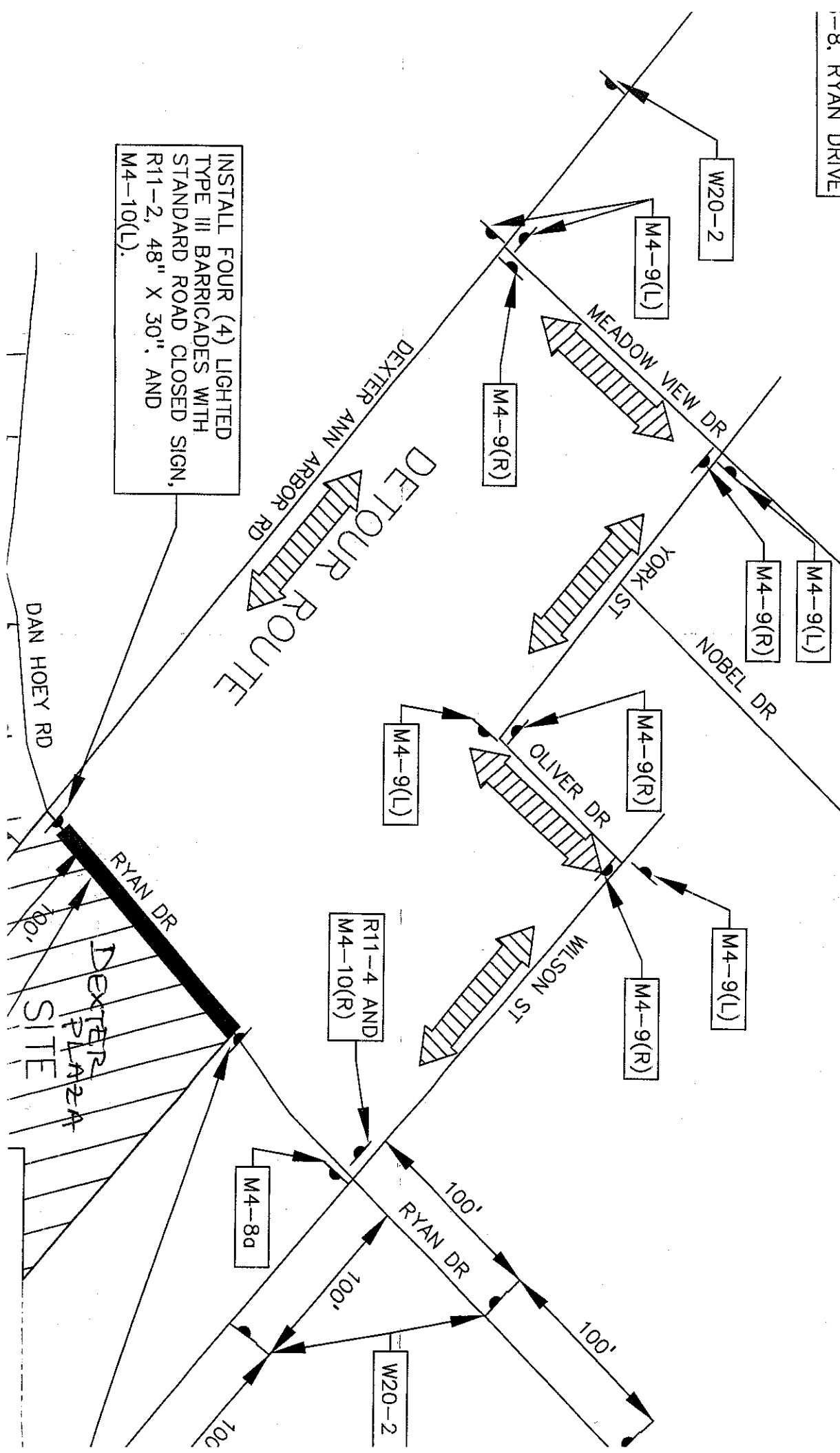
Detour signs will be posted, please follow the detour signs.

We apologize for any inconvenience. If you have any questions, please contact the Village Offices at 734-426-8303.

Thank you for your cooperation.

)-3 AND
-8, RYAN DRIVE

INSTALL FOUR (4) LIGHTED
TYPE III BARRICADES WITH
STANDARD ROAD CLOSED SIGN,
R11-2, 48" X 30", AND
M4-10(L).





AGENDA 5-22-06
ITEM I-1
VILLAGE OF DEXTER – COMMUNITY DEVELOPMENT OFFICE
8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Memorandum

To: Village Council
Donna Dettling
From: Allison Bishop
Re: REPORT
Date: May 22, 2006

Parks Commission-

Pavilion – Construction of the pavilion will probably start the first week on June. Building plans have been submitted to the building department for review and electrical plans with DTE are being completed. Donations have been received from Busch's (\$2500), Dexter Lions (\$2500), Huron Farms CO-Owners Assoc. (\$2500), Peter's Building Co. (\$5000), Chamber of Commerce and United Bank and Trust (\$500) and Bear Claw Coffee has donated a picnic table.

Rain gardens – FLA (Future Leaders of America) are scheduled to help work in Community Park on June 3rd from 9-12.

Updates

Dexter Crossing – The Team continues to meet approximately twice a month. The outlet structure for pond 2 continues to be outstanding. Blackhawk has indicated that they should be receiving quotes from 4 contractors by this Wednesday (17th). I hope to have an update and work schedule by Mondays meeting. The punch list items continue to be addressed by Blackhawk's superintendent and will likely be completed within the next few weeks. Paperwork for dedication is ready and Blackhawk should be prepared to dedicate by the end of the summer.

304 Cambridge – The Team met with Mr. Berlage on several occasions to try to resolve the driveway issue. During meetings with Mr. Berlage the Village restated that the infrastructure in Dexter Crossing was not the Village's and that the driveway issue was one that would need to be taken up with Blackhawk Development. After additional inspection of the repaired catch basin the basin will be "tuck pointed" by the contractor.

Trees – Ash trees that were removed this year by the DPW will be replaced and the grant paperwork will be submitted to the DNR by the end of the month. It is anticipated that approximately \$4000 will be reimbursed by the DNR. The Community Forestry Grant will also be submitted within the next few months. The anticipated reimbursement through that program will likely be about \$2000. The Village of Dexter was awarded the EAB (Emerald Ash Borer) grant for 2006-2007 in the amount of \$3750.

Baker Road Corridor Plan – The Planning Commission will be reviewing the DRAFT Baker Road Corridor Plan goals and objectives at the June meeting.

Please feel free to contact me prior to the meeting with questions.

Thank you,



STATE OF MICHIGAN

DEPARTMENT OF NATURAL RESOURCES
LANSING

JENNIFER M. GRANHOLM
GOVERNOR

REBECCA A. HUMPHRIES
DIRECTOR

May 5, 2006

Ms. Allison Bishop
Village of Dexter
8140 Main Street
Dexter, MI 48130

RE: Emerald Ash Borer Tree Planting Grant No. EAB 06-11

Dear Ms. Bishop:

Thank you for submitting an application for consideration in the 2006 Emerald Ash Borer (EAB) Grant Program, administered by the Department of Natural Resources (DNR). This round, a total of sixty applications were received and considered for funding. I am pleased to notify you that your tree planting project was approved for award in this year's review process. Congratulations! This grant is funded by the USDA Forest Service, State and Private Forestry (CFDA #10.664).

Enclosed is your EAB Tree Planting Grant Agreement packet, which contains the following documents for your signature and information:

- Two copies of the Grant Agreement (PR 4028-4), and Grant Agreement Attachment 1 (IC 4028-3). *Please review the grant agreement carefully; your grant award is for the tree planting only.*
- Department of Agriculture form AD-1049, Certification Regarding Drug-Free Workplace Requirements
- Form W-9; Request for Taxpayer Identification Number and Certification. *Organizations receiving grants must be placed in the State's payment system in order to receive payment upon completion of the grant. Contact your accounting division to determine if your organization has been placed in this system. If not, fill out the W-9 and return it to the Grant Supervisor or State of Michigan, Payee Registration, PO Box 30026, Lansing, MI, 48909.*

Please sign and return both copies of the Grant Agreement, the USDA Certification of Drug-Free Workplace, and the W-9 form **within 10 business days**. The Grant Agreements will be signed by me, the Grant Supervisor, and one copy will be returned to you for your files.

Payment may be made as costs are incurred with proper invoices/documentation or payment may be requested as a lump sum when project is completed; it is not necessary to wait until the end of the grant period. Payment must be requested no later than 30 days after the grant expiration date. **The grant expires, May 31, 2007, and will not be extended beyond this date.**

If you have any questions regarding your grant, please feel free to contact me. My return address is DNR, Forest, Mineral & Fire Management, P.O. Box 30452, Lansing, MI 48909-7952. Again, congratulations on your award, and I look forward to working with you on your EAB tree planting project.

Sincerely,

Kerry Gray, EAB Restoration Coordinator
Forest, Mineral & Fire Management
517-241-1833
grayk@michigan.gov

KG/ms
Enclosures



MICHIGAN DEPARTMENT OF NATURAL RESOURCES - FOREST, MINERAL AND FIRE MANAGEMENT

EMERALD ASH BORER (EAB) TREE PLANTING GRANT PROGRAM AGREEMENT

Issued under authority of Part 5 of Act 451, P.A. 1994, as amended, and the U.S. Cooperative Forestry Assistance Act of 1978, CFDA 10 664,
Subject to the provisions of the law and the conditions herein contained. EAB Tree Planting Grant Program grants are hereby awarded to the persons named herein.

LEGAL NAME OF GRANTEE Village of Dexter		GRANT NUMBER EAB 06-11	GRANT ISSUED 05/01/2006	GRANT AMOUNT \$3,750.00
STREET ADDRESS 8140 Main St.		FEDERAL I.D. NUMBER 38-6004671	STARTING DATE 05/01/2006	ENDING DATE 05/31/2007
CITY Dexter	STATE MI	ZIP CODE 48130	GRANTEE CONTACT NAME Allison Bishop	
			GRANTEE TELEPHONE NUMBER 734.426.8303	
FINANCIAL BREAKDOWN OF ESTIMATED PROJECT COSTS		FEDERAL FUNDS AWARDED (MAX. 50% OF PROJ.)		LOCAL MATCH (MIN. 50% OF PROJECT)
PERSONNEL/FRINGES		\$		\$ *
TREES		\$ 3,750		\$ 3,750*
SUPPLIES		\$		\$ *
VOLUNTEER VALUATION		\$		\$ *
CONTRACTUAL		\$		\$ *
EQUIPMENT		\$		\$ *
ASH TREE REMOVALS		\$		\$ *
OTHER		\$		\$ *
OTHER		\$		\$ *
TOTAL		\$ 3,750		\$ 3,750*

SPECIAL CONDITIONS OF GRANT (Subject to the conditions contained in Attachment 1.)

*Anticipated match source only. Actual match source may differ as needed.

Grant will not cost-share for purchase of Norway Maple- *Acer platanoides*

Bare-rooted and small/medium containerized stock will be reimbursed the actual purchase cost up to \$40 per tree. Large containerized stock will be reimbursed the actual purchase cost up to \$55 per tree. Balled and burlapped trees will be reimbursed the actual purchase cost up to \$125 per tree. Tree planting costs are not reimbursable, but may be used as part of the applicant's matching portion.

THIS GRANT AGREEMENT IS SUBJECT TO THE FOLLOWING CONDITIONS AND REQUIREMENTS:

1. This grant is subject to the conditions contained in Attachment 1 (IC 4028-3).
2. Grant reimbursement may be made upon verification of actual expenditures and in accordance with conditions listed in Attachment 1.
3. Request for payments may be made when the project has been completed, but must be received no later than 30 days after the grant period ends and in accordance with the conditions listed in Attachment 1.
4. All publications or oral presentations concerning the grant will contain an acknowledgment of the State's participation and support and U.S. Department of Agriculture, Forest Service participation and support. Attachment 1 provides further information.
5. The Grantee hereby assures and certifies that he/she will comply with all State and Federal laws, rules, regulations, policies, guidelines, and requirements. Also, the applicant assures and certifies with respect to the agreement that:
It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the application and to provide such additional information as may be required.

I, the undersigned, certify that I have read, understand and agree to comply with this agreement and the conditions listed in Attachment 1, and have authority to enter into this agreement on behalf of Grantee.

Grantee Representative's Signature _____

Date _____

RETURN BOTH SIGNED COPIES OF THIS AGREEMENT TO:

EAB GRANT PROJECT
FOREST, MINERAL AND FIRE MANAGEMENT
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PO BOX 30452
LANSING MI 48909-7952

DNR Representative's Signature _____

Date _____

DNR REPRESENTATIVE TO CONTACT RELATIVE TO THIS GRANT AGREEMENT.

Kerry Gray
DNR-FMFM Lansing Office
TELEPHONE NUMBER: 517-241-1833
FAX NUMBER: 517-373-2443
TTY/TDD: 711 (Michigan Relay Center)

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303

Fax (734)426-5614

MEMO

To: President Seta and Council Members
From: Donna Dettling, Village Manager
Date: May 22, 2006
Re: VM Report

1. Meeting/Activity Review:
 - May 9th –Jim Valenta meeting to discuss traffic signal projects
 - May 12th –Ed Lobdell meeting re: project updates
 - May 15th –Staff meeting to review general fund budget projections
 - May 18th –Rhett Gronevelt meeting to review S2 application
 - May 18th – Pre-application Jeffords Street Project
2. Representative Pam Byrnes. Representative Byrnes has scheduled a community forum to meet with Dexter residents. She will hold a coffee hour at the Dexter Senior Center, Friday, June 16th at 9:30 a.m.
3. Budget Preparation Update 2006/07. The Street Fund, Water Fund and Sewer Fund will be ready for review the week of May 29th. I recommend **another work session on Thursday, June 1st,** and if needed a final work session prior to the June 12th regular meeting. A Public Hearing on the Proposed FY 2006/07 Budget will be scheduled for June 26, 2006. Adoption of the budget will need to occur that evening (June 26, 2006) or a special meeting will need to be called prior to July 1st to adopt the budget
4. Baker Road at Dan Hoey Signal Retiming- Dan Dapprich is scheduled to work on the signal Saturday, May 20th. As you will recall, we are adjusting the timing to allow gaps for Shield road motorist to exit onto Baker Road. We may hear complaints about the long red on Baker Road
5. Webster Tax Letter. I am working on a draft letter to present to Webster Township requesting that they return taxes levied on Westridge residents to the individual taxpayers. I will have Brad Smith review it and bring it to Council for final consideration.
6. Proposed Amendments to Webster 425 Agreement. President Seta and I are still working on the proposed amendments to the 425 Agreement.
7. Michigan Municipal Treasurers Institute. On May 12, 2006, Marie Sherry successfully completed a Three Year program sponsored by the Michigan Municipal Treasurers Association.

Central Michigan University

This Is To Certify That

Marie Sherry

has successfully completed the Three Year Basic

Michigan Municipal Treasurers Institute

Sponsored by

Michigan Municipal Treasurers Association

May 12, 2006



D. Terry Rawls
Interim Vice President / Executive Director
Central Michigan University - ProEd



Dennis Habedank
Chairman, Education Committee
Michigan Municipal Treasurers Association

AGENDA 5.22.06

ITEM

J-1

22-May-06

SUMMARY OF BILLS AND PAYROLL

Payroll Check Register	05/10/06	\$31,796.70	Bi-weekly payroll processing
		\$31,796.70	GROSS PAYROLL TOTAL
Account Payable Check Register	05/23/06	\$212,259.83	
		\$244,056.53	TOTAL BILLS & PAYROLL EXPENDED ALL FUNDS

Summary Items from Bills & Payroll	Amount	Comments
------------------------------------	--------	----------

ALL PAYABLES ARE WITHIN ACCEPTABLE BUDGET LIMITS
DETAIL VENDOR LIST AND ACCOUNT SUMMARY PROVIDED

"This is the summary report that will be provided with each packet. Approval of the total bills and payroll expended, all funds will be necessary."

VENDOR APPROVAL SUMMARY REPORT

Date: 05/18/2006

Time: 1:45pm

Page: 1

Village of Dexter

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
A.R. BROUWER	A.R. BROUW	DPW FACILITY	5,000.00	0.00
ALEXANDER CHEMICAL CORPORATION	ALEXANDER	CREDIT	705.20	0.00
AMERICAN WATER WORKS ASS,MICH	AWWA	ANNUAL DUES	130.00	0.00
ANN ARBOR LANDSCAPING INC.	LANDSCAPIN	ASH TREE REPLACEMENT	7,825.00	0.00
ANN ARBOR TECHNICAL SERVICES	A2 TECHNIC	LABORATORY SERVICES	220.00	0.00
KURI AUGUSTINE	AUGUSTINE/	REGISTRATION REIMBURSEMENT	46.00	0.00
AUTOMOTIVE SERVICE CO	AUTO	FURNISH AND INSTALL 48 GAL TAN	1,174.00	0.00
BELL EQUIPMENT COMPANY	BELL EQUIP		186.00	0.00
BELLA GARDENS	BELLA GARD	WATER BAGS	40.00	0.00
BLOOM ROOFING SYSTEMS	BLOOM	RE-ROOF FIRE HALL	44,364.00	0.00
BLUE CARE NETWORK OF MICHIGAN	BLUE CARE	COVERAGE 06/01/06-06/30/06	18,470.42	0.00
CINTAS CORPORATION	CINTAS	DPW	1,189.67	0.00
COMCAST	COMCAST	INTERNET SERVICE	95.00	0.00
COMFORT ZONE MECHANICAL	COMFORT ZO	REMOVE PIPE FOR NEW FLASHING	550.08	0.00
CORRIGAN OIL COMPANY	CORRIGAN O	DIESEL	1,224.83	0.00
DENNIS MARR DDS	MARR	PATIENT: PAM BURKE	305.00	0.00
DENTAL NETWORK OF AMERICA	DENTAL NET	COVERAGE 06/01/06-06/30/06	233.40	0.00
DONNA DETTLING	EURESTE/D	EDUCATION REIMBURSEMENT	598.03	0.00
DEXTER COMMUNITY SCHOOLS	DEX SCHOOL	CROSSING GAURD INVOICE	2,236.68	0.00
DEXIER MILI	DEX MILL	SHOVEL	45.95	0.00
DEXIER PHARMACY	DEX PHARMA	SHIPPING	9.35	0.00
DIUBLE EQUIPMENT INCORPORATED	DIUBLE EQU	PICK UP LABOR	634.28	0.00
ECKLAND IMAGING & DESIGN	ECK	BANNER	190.80	0.00
FIFTH STREET DENTAL CARE	FIFTH SIRE	PATIENT: DAN SCHLAFF	66.50	0.00
GADALETO, RAMSBY & ASSOCIATES	FORT DEARB	HEALTH COVERAGE 06/01/07-01/0	275.00	0.00
HERITAGE NEWSPAPERS	HERITAGE N	ORD & MAP AMEND	625.50	0.00
KARENS WOODEN SIGN SHOP	KARENS	PRIVATE DO NOT ENTER	55.94	0.00
KLAPPERICH WELDING	KLAPPERICH	BACK HOE BUCKET	570.00	0.00
LOWE'S BUSINESS ACCOUNT	LOWE S	4X8 SHEATH	331.19	0.00
MIDWESTERN CONSULTING	MIDWEST	TASK 00100 Traffic	201.30	0.00
NEXTEL COMMUNICATIONS	NEXTEL COM	CELLULAR SERVICE	469.22	0.00
ORBIT COMMUNICATIONS	ORBIT	DE FALCON PREM VBC	36.02	0.00
QUALITY ASSURANCE SERVICE	QUA ASSU	CALIBRATION OF LAB BALANCE	90.00	0.00
RADTKE TRUCKING, LLC	ROY R	SAND	230.00	0.00
RED HELLMAN PONTIAC GMC	RED HEL	PURCHASE OF 06' GMC SIERRA	61,160.00	0.00
SBC	SBC	734-424-1425-2430	32.62	0.00
SPEARS FIRE & SAFETY SERVICES	SPEARS FIR	PRESS DRY INSPECTION	59.60	0.00
SYLVESIER & COMPANY	SYLV	1ST QUARTER PAYROLL SERVICE	580.00	0.00
SYNAGRO CENTRAL	SYNAGRO	BIOSOLIDS SAMPLE	905.47	0.00
TECH RESOURCES, INC.	TECH RESOU	UB COMPUTER SYSTEM & in's computer	2,387.55	0.00
THE BANK OF NEW YORK	THE BANK O	PAYING AGENT FEE	325.00	0.00
TRIMATRIX LABORATORIES	TRIM	CYANIDE	130.00	0.00
UNITED STATES POSTAL SERVICE	USPS	POSTAGE METER	800.00	0.00
WASHTENAW COUNTY TREASURER	W CTY TREA	MAY 06 LAW ENFORCEMENT	23,371.59	0.00
WASTE MANAGEMENT	WASTE MANA	COMMERCIAL / Residential	34,023.64	0.00
BRUCE WHITLEY	WHITLEY/BR	RENEWAL CDL LICENCE	60.00	0.00
Grand Total:			212,259.83	0.00

INVOICE APPROVAL LIST BY FUND

Date: 05/18/2006

Time: 1:51pm

Page: 1

Village of Dexter

Fund	GL Number	Vendor Name	Check	Invoice	Due	Amount
Department	Abbrev	Invoice Description	Number	Number	Date	
Account						
Fund: General Fund						
Dept: Village Council						
101-101.000-901 000	Printing &	HERIAGE NEWSPAPERS	0		05/17/2006	27 00
		ADOPT FIRE CODE		1849355		
				Total Village Council		27 00
Dept: Village Manager						
101-172.000-721 000	Health & L	DENTAL NETWORK OF AMERICA	0		05/17/2006	116.70
		COVERAGE 06/01/06-06/30/06		109186		
101-172.000-721 000	Health & L	BLUE CARE NETWORK OF MICHIGAN	0		05/17/2006	1,082.08
		COVERAGE 06/01/06-06/30/06		061320001190		
101-172.000-721 000	Health & L	GADALETO, RAMSBY & ASSOCIATES	0		05/17/2006	50.00
		HEALTH COVERAGE 06/01/07-01/0		05/17/06		
101-172.000-960 000	Education	DONNA DETILING	0		05/18/2006	598.03
		EDUCATION REIMBURSEMENT		05/18/06		
101-172.000-977 000	Equipment	TECH RESOURCES, INC	0		05/18/2006	248.65
		UBS SERIAL ADAPTER		4231		
101-172.000-977 000	Equipment	TECH RESOURCES, INC	0		05/18/2006	2,138.90
		UB COMPUTER SYSTEM		4875		
				Total Village Manager		4,234.36
Dept: Finance Department						
101-201.000-802 000	Profession	SYLVESTER & COMPANY	0		05/18/2006	580.00
		1ST QUARTER PAYROLL SERVICE		2778		
				Total Finance Department		580.00
Dept: Village Treasurer						
101-253.000-721.000	Health & I	BLUE CARE NETWORK OF MICHIGAN	0		05/17/2006	1,082.08
		COVERAGE 06/01/06-06/30/06		061320001190		
101-253.000-721 000	Health & L	GADALETO, RAMSBY & ASSOCIATES	0		05/17/2006	12.50
		HEALTH COVERAGE 06/01/07-01/0		05/17/06		
				Total Village Treasurer		1,094.58
Dept: Buildings & Grounds						
101-265.000-728 000	Postage	UNITED STATES POSTAL SERVICE	0		05/18/2006	400 00
		POSTAGE MEIER		05/18/06		
101-265.000-920.000	Utilities	COMCAST	0		05/17/2006	95 00
		INTERNET SERVICE		10120354		
101-265.000-920.001	Telephones	NEXTEL COMMUNICATIONS	0		05/18/2006	138 00
		CELLULAR SERVICE		59354312		
101-265.000-935 000	Bldg Maint	BLOOM ROOFING SYSTEMS	0		05/17/2006	44,364 00
		RE-ROOF FIRE HALL		15649842		
101-265.000-935 000	Bldg Maint	COMFORT ZONE MECHANICAL	0		05/17/2006	87 50
		POSSIBLE GAS LEAK FIRE DEPT		2864		
101-265.000-935 000	Bldg Maint	COMFORT ZONE MECHANICAL	0		05/17/2006	462 58
		REMOVE PIPE FOR NEW FLASHING				
101-265.000-935 000	Bldg Maint	CINTAS CORPORATION	0		05/17/2006	37.70
		VILLAGE OFFICE		300148542		
101-265.000-935 000	Bldg Maint	CINTAS CORPORATION	0		05/17/2006	37 70
		VILLAGE OFFICE		300159818		
101-265.000-977 000	Equipment	ORBIT COMMUNICATIONS	0		05/17/2006	36 02
		DE FALCON PREM VBC		A2EASIN73		
				Total Buildings & Grounds		45,658 50
Dept: Village Tree Program						
101-285.000-731 000	Landscape	BELLA GARDENS	0		05/17/2006	40 00
		WATER BAGS		04/05/06		
101-285.000-731 002	Tree Repla	ANN ARBOR LANDSCAPING INC.	0		05/17/2006	3,150 00
		TREE REPLACEMENT		05/03/06		
101-285.000-731 002	Tree Repla	ANN ARBOR LANDSCAPING INC.	0		05/18/2006	4,475 00
		ASH TREE REPLACEMENT		05-18-06		
				Total Village Tree Program		7,665 00
Dept: Law Enforcement						
101-301.000-803 000	Contracted	WASHTENAW COUNTY TREASURER	0		05/18/2006	23,371 59
		MAY 06 LAW ENFORCEMENT		13413		
101-301.000-803 001	DCS Office	DEXTER COMMUNITY SCHOOLS	0		05/17/2006	2,236 68
		CROSSING GAURD INVOICE		05/01/06		
101-301.000-935 000	Bldg Maint	CINTAS CORPORATION	0		05/17/2006	35 51
		POLICE STATION		300148534		
101-301.000-935 000	Bldg Maint	CINTAS CORPORATION	0		05/17/2006	35 51
		POLICE STATION		300159810		

INVOICE APPROVAL LISI BY FUND

Date: 05/18/2006

Time: 1:51pm

Page: 2

Village of Dexter

Fund	GL Number	Vendor Name	Check	Invoice	Due	
Department	Abbrev	Invoice Description	Number	Number	Date	Amount
Account						
Fund: General Fund						
Dept: Law Enforcement						
Total Law Enforcement						25,679.29
Dept: Fire Department						
101-336 000-721 000	Health & L	DENNIS MARR DDS	0		05/17/2006	305.00
		PATIENT: PAM BURKE		05/04/06		
101-336 000-721 000	Health & I	BLUE CARE NETWORK OF MICHIGAN	0		05/17/2006	5,435.84
		COVERAGE 06/01/06-06/30/06		061320001190		
101-336 000-721 000	Health & I	GADALETO, RAMSBY & ASSOCIATES	0		05/17/2006	75.00
		HEALTH COVERAGE 06/01/07-01/0		05/17/06		
Total Fire Department						5,815.84
Dept: Planning Department						
101-400 000-721 000	Health & L	BLUE CARE NETWORK OF MICHIGAN	0		05/17/2006	952.29
		COVERAGE 06/01/06-06/30/06		061320001190		
101-400 000-721 000	Health & I	GADALETO, RAMSBY & ASSOCIATES	0		05/17/2006	12.50
		HEALTH COVERAGE 06/01/07-01/0		05/17/06		
101-400 000-901 000	Printing &	HERITAGE NEWSPAPERS	0		05/17/2006	85.50
		FIRST PARK STREET		1847721		
101-400 000-901 000	Printing &	HERITAGE NEWSPAPERS	0		05/17/2006	85.50
		OUTDOOR WATER RESTRICT		1850236		
101-400 000-901 000	Printing &	HERITAGE NEWSPAPERS	0		05/17/2006	324.00
		ORD & MAP AMEND		1851119		
Total Planning Department						1,459.79
Dept: Department of Public Works						
101-441 000-721 000	Health & L	DENTAL NETWORK OF AMERICA	0		05/17/2006	116.70
		COVERAGE 06/01/06-06/30/06		109186		
101-441 000-721 000	Health & L	BLUE CARE NETWORK OF MICHIGAN	0		05/17/2006	670.89
		COVERAGE 06/01/06-06/30/06		061320001190		
101-441 000-721 000	Health & I	GADALETO, RAMSBY & ASSOCIATES	0		05/17/2006	15.50
		HEALTH COVERAGE 06/01/07-01/0		05/17/06		
101-441 000-740 000	Operating	KURT AUGUSTINE	0		05/17/2006	26.00
		REGISTRATION REIMBURSEMENT				
101-441 000-745 000	Uniform Al	CINTAS CORPORATION	0		05/17/2006	56.95
		DPW		300145659		
101-441 000-745 000	Uniform Al	CINTAS CORPORATION	0		05/17/2006	56.95
		DPW		300151367		
101-441 000-745 000	Uniform Al	CINTAS CORPORATION	0		05/17/2006	56.95
		DPW		300156990		
101-441 000-745 000	Uniform Al	CINTAS CORPORATION	0		05/17/2006	175.73
		UNIFORMS		300156992		
101-441 000-745 000	Uniform Al	CINTAS CORPORATION	0		05/18/2006	56.95
		DPW		300162560		
101-441 000-751 000	Gasoline &	KURT AUGUSTINE	0		05/17/2006	20.00
		FUEL REIMBURSEMENT		05/08/06		
101-441 000-751 000	Gasoline &	CORRIGAN OIL COMPANY	0		05/17/2006	579.75
		DIESEL		0776829		
101-441 000-802 000	Profession	RADIKE TRUCKING, LLC	0		05/18/2006	115.00
		SAND		05/10/06		
101-441 000-802 000	Profession	SPEARS FIRE & SAFETY SERVICES	0		05/18/2006	59.60
		PRESS DRY INSPECTION		37-1799762		
101-441 000-920 001	Telephones	NEXTEL COMMUNICATIONS	0		05/18/2006	138.00
		CELLULAR SERVICE		59354312		
101-441 000-937 000	Equip Main	KLAPPERICH WELDING	0		05/17/2006	570.00
		BACK HOE BUCKET		007477		
101-441 000-939 000	Vehicle Ma	BELL EQUIPMENT COMPANY	0		05/17/2006	186.00
				26956		
101-441 000-939 000	Vehicle Ma	DIUBLE EQUIPMENT INCORPORATED	0		05/17/2006	634.28
		PICK UP LABOR		R26832		
101-441 000-957 000	Misc Fees	BRUCE WHITLEY	0		05/18/2006	60.00
		RENEWAL CDI LICENCE		05/01/06		
101-441 000-977 000	Equipment	AUTOMOTIVE SERVICE CO	0		05/17/2006	1,174.00
		FURNISH AND INSTALL 48 GAI TAN		25407		
101-441 000-977 000	Equipment	LOWE'S BUSINESS ACCOUNT	0		05/17/2006	189.77
		4X8 SHEATH		02570		
101-441 000-977 000	Equipment	RED HELLMAN PONTIAC GMC	0		05/18/2006	36,694.00
		PURCHASE OF 06 GMC SIERRA		6-7153		
101-441 000-977 000	Equipment	RED HELLMAN PONTIAC GMC	0		05/18/2006	24,466.00
		PURCHASE OF 06' GMC SIERRA		6-6612		

INVOICE APPROVAL LIST BY FUND

Date: 05/18/2006

Time: 1:51pm

Page: 3

Village of Dexter

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	
	Account	Abbrev	Invoice Description	Number	Number	Date	Amount
Fund: General Fund							
Dept: Department of Public Works							
					Total Department of Public Works		66,119.02
Dept: Downtown Public Works							
101-442.000-802.000	Profession	ANN ARBOR LANDSCAPING INC	0		05/17/2006		200.00
		TREE TRANSPLANT (DDA)		04/12/06			
101-442.000-802.000	Profession	ECKLAND IMAGING & DESIGN	0		05/17/2006		190.80
		BANNER		529			
					Total Downtown Public Works		390.80
Dept: Solid Waste							
101-528.000-805.000	Solid Waste	WASIE MANAGEMENT	0		05/18/2006		16,035.32
		RESIDENTIAL		1384819			
101-528.000-805.000	Solid Waste	WASTE MANAGEMENT	0		05/18/2006		17,988.32
		COMMERCIAL		1225091			
101-528.000-901.000	Printing &	HERITAGE NEWSPAPERS	0		05/17/2006		18.00
		ADOPI FIRE CODE		1849355			
101-528.000-901.000	Printing &	HERIAGE NEWSPAPERS	0		05/17/2006		18.00
		ORD & MAP AMEND		1851119			
					Total Solid Waste		34,059.64
Dept: Parks & Recreation							
101-751.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN	0		05/17/2006		108.21
		COVERAGE 06/01/06-06/30/06		061320001190			
101-751.000-721.000	Health & L	GADALETO, RAMSBY & ASSOCIAIES	0		05/17/2006		2.50
		HEALTH COVERAGE 06/01/07-01/0		05/17/06			
101-751.000-955.000	Miscellaneous	KARENS WOODEN SIGN SHOP	0		05/17/2006		55.94
		PRIVATE DO NOT ENTER		05/17/06			
101-751.000-977.000	Equipment	LOWE'S BUSINESS ACCOUNT	0		05/17/2006		103.16
		20X1000 STRETCH		02060			
101-751.000-977.000	Equipment	LOWE'S BUSINESS ACCOUNT	0		05/17/2006		22.56
		2X6X8 TOP CHOICE		02158			
101-751.000-977.000	Equipment	LOWE'S BUSINESS ACCOUNT	0		05/17/2006		15.70
		4X8 SHEATH		02570			
					Total Parks & Recreation		308.07
Dept: Insurance & Bonds							
101-851.000-721.001	Retiree He	BLUE CARE NETWORK OF MICHIGAN	0		05/17/2006		2,523.36
		COVERAGE 06/01/06-06/30/06		061320001190			
					Total Insurance & Bonds		2,523.36
Dept: Capital Improvements CIP							
101-901.000-974.004	CIP Salt S	A.R. BROUWER	0		05/17/2006		5,000.00
		DPW FACILITY		1166			
					Total Capital Improvements CIP		5,000.00
						Fund Total	200,615.25
Fund: Major Streets Fund							
Dept: Routine Maintenance							
202-463.000-721.000	Health & L	FIFTH STREET DENIAL CARE	0		05/17/2006		47.00
		PATIENT: TRENT & DIANE VIEBHAN		05/04/06			
202-463.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN	0		05/17/2006		562.68
		COVERAGE 06/01/06-06/30/06		061320001190			
202-463.000-721.000	Health & L	GADALETO, RAMSBY & ASSOCIATES	0		05/17/2006		13.00
		HEALTH COVERAGE 06/01/07-01/0		05/17/06			
202-463.000-740.000	Operating	RADTKE TRUCKING, LLC	0		05/18/2006		115.00
		SAND		05-09-06			
					Total Routine Maintenance		737.68
Dept: Traffic Services							
202-474.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN	0		05/17/2006		173.13
		COVERAGE 06/01/06-06/30/06		061320001190			
202-474.000-721.000	Health & I	GADALETO, RAMSBY & ASSOCIATES	0		05/17/2006		4.00
		HEALTH COVERAGE 06/01/07-01/0		05/17/06			
					Total Traffic Services		177.13
Dept: Winter Maintenance							
202-478.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN	0		05/17/2006		346.27
		COVERAGE 06/01/06-06/30/06		061320001190			

INVOICE APPROVAL LIST BY FUND

Date: 05/18/2006

Time: 1:51pm

Page: 4

Village of Dexter

Fund	GI Number	Vendor Name	Check	Invoice	Due	
Department	Abbrev	Invoice Description	Number	Number	Date	Amount
Account						
Fund: Major Streets Fund						
Dept: Winter Maintenance						
202-478.000-721.000	Health & I	GADALETO, RAMSBY & ASSOCIATES HEALTH COVERAGE 06/01/07-01/0	0	05/17/06	05/17/2006	8.00
Total Winter Maintenance						354.27
Fund Total						1,269.08
Fund: Local Streets Fund						
Dept: Routine Maintenance						
203-463.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE 06/01/06-06/30/06	0	061320001190	05/17/2006	173.13
203-463.000-721.000	Health & L	GADALETO, RAMSBY & ASSOCIATES HEALTH COVERAGE 06/01/07-01/0	0	05/17/06	05/17/2006	4.00
203-463.000-740.000	Operating	DEXTER MILL STRAW	0	63478	05/17/2006	3.50
Total Routine Maintenance						180.63
Dept: Traffic Services						
203-474.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE 06/01/06-06/30/06	0	061320001190	05/17/2006	43.28
203-474.000-721.000	Health & L	GADALETO, RAMSBY & ASSOCIATES HEALTH COVERAGE 06/01/07-01/0	0	05/17/06	05/17/2006	1.00
203-474.000-802.000	Profession	MIDWESTERN CONSULTING TASK 00100	0	03088A-32	05/17/2006	201.30
Total Traffic Services						245.58
Dept: Winter Maintenance						
203-478.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE 06/01/06-06/30/06	0	061320001190	05/17/2006	86.57
203-478.000-721.000	Health & L	GADALETO, RAMSBY & ASSOCIATES HEALTH COVERAGE 06/01/07-01/0	0	05/17/06	05/17/2006	2.00
Total Winter Maintenance						88.57
Fund Total						514.78
Fund: Streetscape Debt Service Fund						
Dept: Streetscape						
303-570.000-992.000	Bond Fees	IHE BANK OF NEW YORK PAYING AGENCY FEE	0	0969917	05/18/2006	325.00
Total Streetscape						325.00
Fund Total						325.00
Fund: Sewer Enterprise Fund						
Dept: Sewer Utilities Department						
590-548.000-721.000	Health & L	FIFTH STREET DENTAL CARE PATIENT: DAN SCHLAFF	0		05/17/2006	19.50
590-548.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE 06/01/06-06/30/06	0	061320001190	05/17/2006	4,184.49
590-548.000-721.000	Health & L	GADALETO, RAMSBY & ASSOCIATES HEALTH COVERAGE 06/01/07-01/0	0	05/17/06	05/17/2006	45.00
590-548.000-728.000	Postage	UNITED STATES POSTAL SERVICE POSTAGE MEIER	0	05/18/06	05/18/2006	200.00
590-548.000-742.000	Chem Plant	ALEXANDER CHEMICAL CORPORATION CHEMICALS	0	0361484	05/17/2006	1,100.20
590-548.000-742.000	Chem Plant	ALEXANDER CHEMICAL CORPORATION CREDIT	0	0361485	05/17/2006	-395.00
590-548.000-743.000	Chem Lab	QUALITY ASSURANCE SERVICE CALIBRATION OF LAB BALANCE	0	5090601	05/18/2006	90.00
590-548.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300145660	05/17/2006	38.93
590-548.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300151368	05/17/2006	38.93
590-548.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300156991	05/17/2006	38.93
590-548.000-745.000	Uniform Al	CINTAS CORPORATION UNIFORMS	0	300156992	05/17/2006	175.72

Date: 05/18/2006

Time: 1:51pm

Page: 5

Village of Dexter

Fund	Department	GI Number	Vendor Name	Check	Invoice	Due	
Account	Account	Abbrev	Invoice Description	Number	Number	Date	Amount
Fund: Sewer Enterprise Fund							
Dept: Sewer Utilities Department							
590-548.000-745.000	Uniform Al		CINIAS CORPORATION	0		05/17/2006	38.93
			WWTP		300162561		
590-548.000-751.000	Gasoline &		CORRIGAN OIL COMPANY	0		05/17/2006	645.08
			NO LEAD		0776828		
590-548.000-824.000	Testing &		ANN ARBOR IECHNICAL SERVICES	0		05/17/2006	220.00
			LABORATORY SERVICES		2450		
590-548.000-824.000	Testing &		DEXTER PHARMACY	0		05/17/2006	9.35
			SHIPPING		05/17/06		
590-548.000-824.000	Testing &		SYNAGRO CENTRAL	0		05/18/2006	905.47
			BIOSOLIDS SAMPLE		20407		
590-548.000-824.000	Testing &		TRIMATRIX LABORATORIES	0		05/18/2006	130.00
			CYANIDE		0602100		
590-548.000-920.001	Telephones		NEXTEL COMMUNICAATIONS	0		05/18/2006	110.40
			CELLUIAR SERVICE		59354312		
590-548.000-920.001	Telephones		SBC	0		05/18/2006	32.62
			734-424-1425-2430		05/18/06		
Total Sewer Utilities Department							7,628.55
Fund Total							7,628.55
Fund: Water Enterprise Fund							
Dept: Water Utilities Department							
591-556.000-721.000	Health & L		BLUE CARE NETWORK OF MICHIGAN	0		05/17/2006	1,046.12
			COVERAGE 06/01/06-06/30/06		061320001190		
591-556.000-721.000	Health & L		GADALETO, RAMSBY & ASSOCIATES	0		05/17/2006	30.00
			HEALTH COVERAGE 06/01/07-01/0		05/17/06		
591-556.000-728.000	Postage		UNITED STATES POSIAL SERVICE	0		05/18/2006	200.00
			POSTAGE METER		05/18/06		
591-556.000-740.000	Operating		DEXTER MILL	0		05/18/2006	42.45
			SHOVEL		66343		
591-556.000-745.000	Uniform Al		CINTAS CORPORATION	0		05/17/2006	33.14
			WWTP		300145660		
591-556.000-745.000	Uniform Al		CINTAS CORPORATION	0		05/17/2006	33.14
			WWTP		300151368		
591-556.000-745.000	Uniform Al		CINTAS CORPORATION	0		05/17/2006	33.14
			WWTP		300156991		
591-556.000-745.000	Uniform Al		CINTAS CORPORATION	0		05/17/2006	175.72
			UNIFORMS		300156992		
591-556.000-745.000	Uniform Al		CINTAS CORPORATION	0		05/17/2006	33.14
			WWTP		300162561		
591-556.000-901.000	Printing &		HERITAGE NEWSPAPERS	0		05/17/2006	67.50
			OUTDOOR WATER RESTRICTI		1850236		
591-556.000-920.001	Telephones		NEXTEL COMMUNICATIONS	0		05/18/2006	82.82
			CELLULAR SERVICE		59354312		
591-556.000-958.000	Membership		AMERICAN WATER WORKS ASS,MICH.	0		05/17/2006	130.00
			ANNUAL DUES		20000489014		
Total Water Utilities Department							1,907.17
Fund Total							1,907.17
Grand Total							212,259.83

AGENDA 5-22-06

ITEM 5-2

**DEXTER DAZE COMMITTEE
8005 MAIN STREET
DEXTER, MICHIGAN 48130**

Mrs. Donna Dettling
Dexter Village Manager
8123 Main Street
Dexter, Michigan 48130

May 4, 2006

Dear Donna:

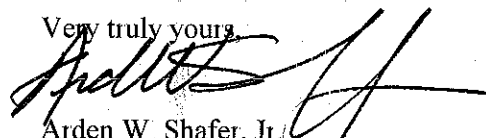
The purpose of this letter is to formally request the assistance of the Village in conjunction with the annual Dexter Daze Festival. This year's festival is scheduled for August 11 and 12. As in the past, the Dexter Daze Committee relies on the Village for assistance to hold a successful event. We request that the Village assist us in the following ways:

1. Shut off the sprinkles in Monument Park from Wednesday, August 9 at 2:00 PM through Sunday, August 13, at 1:00 PM. This will enable us to begin preparing for the event set-up Wednesday afternoon and affect a good clean up of the park after all the events are completed.
2. Block off Central Street at Main and at Fifth on Wednesday after the morning rush hour. The committee will be laying out booth assignments in Monument Park on Wednesday afternoon.
3. Post No Parking signs along the Main Street side of Monument Park. We will limit parking along this area to exhibitors for the purpose of unloading their supplies and merchandise and then direct them to parking areas away from the Monument Park.
4. Run the street sweeper on Sunday to assist us in the general clean-up efforts.
5. Assist in closing off Dexter-Ann Arbor Road and Main Streets on Saturday, August 12 from 9:45 AM to approximately 11:45 AM from Kensington to Broad for the Dexter Daze parade.

As in the past, the Dexter Daze Committee has planned for a clean-up project on Sunday, August 13. We will remove all the trash and litter from Monument Park, clean the trash containers throughout downtown and police the neighborhood to pick up trash and litter. During Dexter Daze, we will empty trash containers as they become full into Mr. Rubbish dumpsters we have rented for the event.

We on the Dexter Daze Committee look forward to your help and assistance in holding another successful event to showcase our community. If you have any questions or need to reach me, please feel free to call me at 426-1027.

Very truly yours,



Arden W. Shafer, Jr.
Dexter Daze Committee Chair

DEXTER AREA CHAMBER OF COMMERCE

AGENDA 5-22-06

ITEM J-3

May 11, 2006

Donna Dettling
Village Manager
Village of Dexter
8123 Main Street
Dexter, MI 48130

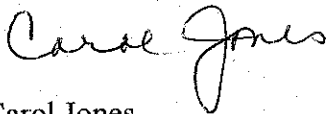
Dear Donna,

The Dexter Area Chamber of Commerce will once again hold their annual Ice Cream Social on June 3, 2006 in Monument Park from 11 am - 5pm. Craft booths will set up by 10 am.

We are again requesting that Central Street from Main to Fifth Street be closed during this event. We also would like to request that this stretch of road be closed on Friday evening if possible. This helps to prevent parking on early Saturday morning so that the ride entertainment can be set up without any inconvenience.

Should you have any questions regarding the event, please contact Jane Finkbeiner of Peters Building Co., who is the new chairperson for the event, or myself.

Yours truly,



Carol Jones
Executive Director

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

ddettling@villageofdexter.org

Phone (734)426-8303 Fax (734)426-5614

MEMO

To: President Seta and Council
From: Donna Dettling, Village Manager
Date: May 22, 2006
Re: "Notice" Voluntary Summer Water Restrictions

ITEM

K-2

As a follow-up from the last meeting a "Notice" of voluntary summer water restrictions is included for your review. Our current Ordinance, Section 58-39 (copy attached) allows for this type of proactive measure and therefore an ordinance amendment is not needed.

The attached "Notice" went out with the May 15th Utility Billing. Another notice will go out with the July 15th billing. In the June 16th Dexter Leader a notice will be published. The June Newsletter, which will be mailed the end of June, will also include information about the voluntary summer water restrictions.

Please let me know if there are additional actions you would like to see implemented.

Thanks,

VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

NOTICE OF VOLUNTARY SUMMER WATER RESTRICTIONS

Dear Valued Water Consumer:

In an effort to reduce instances of low water pressure, conserve water resources and help ease our peak hour water demands, the Village of Dexter is implementing voluntary outdoor water use restrictions starting Friday, May 19, 2006.

The Village of Dexter is asking residents to voluntarily limit outdoor water usage to odd/even days. Residents and businesses with odd numbered addresses (i.e. ending in 1, 3, 5, 7, or 9) are asked to do outdoor watering only on odd numbered dates. Likewise, those with even numbered addresses (i.e. 0, 2, 4, 6, or 8) should water lawns on even numbered dates.

In addition, we are asking that village residents voluntarily **limit outdoor water use between the hours of 5 a.m. to 9 a.m.** Water consumption is often at its peak during this time and observing water use restrictions enables customers to continue receiving an even distribution of water with minimal low-pressure problems. A simple adjustment of the start time of your irrigation system control can achieve this.

Following voluntary restrictions is a good way to help conserve water resources. By following the odd/even day water cycle the Village of Dexter can level out high water demand and maintain adequate pressure during high use.

Your cooperation is greatly appreciated!

Sec. 58-39 Water restrictions.

(a) Whenever the manager and or the supervisor of public services determines that the supply or pressure demand for water cannot be accommodated and general welfare is likely to be endangered, or conditions within the water system are likely to endanger the general welfare of the village, the village manager and/or the supervisor of public services shall determine that an emergency exists and prescribe the following emergency regulations which shall apply in the village for all properties connected to the village water system: Sprinkling of lawns and landscaping and all outdoor water use shall only be allowed for properties with even-numbered addresses on even-numbered dates within a month and for properties with odd-numbered addresses on odd-numbered dates within a month.

(b) Whenever the manager and/or the supervisor of public services determines that provisions in subsection (a) are not sufficient, or conditions within the water system of the village are likely to endanger the general welfare of the village, the following emergency regulations shall apply in the village for all properties connected to the village water system: Sprinkling of lawns and landscaping and all outdoor water use shall not be allowed.

(c) The village shall, within 24 hours of notification, cause these regulations to be posted at the village office and publicly announced by means of broadcasts or telecasts by the stations with a normal operating range covering the village, and may cause such announcement to be further declared in newspapers of general circulation when feasible. The regulations shall become effective immediately after notice of enforcement of the section as posted at the village offices. Upon notification that the emergency regulations are no longer necessary, the village shall cause a public announcement lifting the water restrictions.

(d) Any person, firm or corporation violating any provision of this section shall be deemed responsible for a civil infraction and will be responsible to pay a fine not to exceed \$500.00 for each violation.

(e) It shall be the responsibility of the village to enforce this section.

(f) Voluntary odd/even watering schedules will be implemented, as well as an aggressive public education effort in an attempt to impact peak water usage and even out water usage throughout the system.

(Ord. of 4-12-2004)

Secs. 58-40--58-55. Reserved.



DRAFT ORIGINAL NOTICE

NOTICE OF VOLUNTARY SUMMER WATER RESTRICTIONS

Dear Valued Water Consumer:

In an effort to reduce instances of low water pressure, conserve water resources and help ease our peak hour water demands, the Village of Dexter is implementing voluntary outdoor water use restrictions starting Friday, May 19, 2006.

The Village of Dexter is asking residents to voluntarily limit outdoor water usage to odd/even days. Residents and businesses with odd numbered addresses (i.e. ending in 1, 3, 5, 7, or 9) are asked to do outdoor watering only on odd numbered dates. Likewise, those with even numbered addresses (i.e. 0, 2, 4, 6, or 8) should water lawns on even numbered dates.

In addition, we are asking that village residents voluntarily limit outdoor water use between the hours of 5 a.m. to 9 a.m. Water consumption is often at its peak during this time and observing water use restrictions enables customers to continue receiving an even distribution of water with minimal low-pressure problems. A simple adjustment of the start time of your irrigation system control can achieve this.

Following voluntary restrictions is a good way to help conserve water resources. By following the odd/even day water cycle the Village of Dexter can level out high water demand and maintain adequate pressure during high use.

Dexter's Utility Ordinance, Section 58-39 "Water Restrictions", allows the Supervisor of Public Services and the Village Manager to evaluate and determine if the supply and pressure demand for water in the Village's water system is adequate to accommodate the need. The Michigan Department of Environmental Quality (MDEQ) rates the Village water system abased on peak day demand. Our peak day demand creases a firm capacity shortfall in the water system. Therefore, a voluntary water conservation effort is necessary.

Your cooperation will help the village maintain adequate pressure during normal high use times despite the firm capacity shortfall. Leveling out these high water demand peaks will result in more stable long-term water rates. It will also give the village time to properly plan and develop additional sources or storage capacity options.

Your cooperation is greatly appreciated!

BI-MONTHLY UTILITY BILLING CYCLE SCHEDULE

Usage Period	Billing Mailed	Due Date	SHUT-OFF FOR NON-PAYMENT	
Mid October to Mid December 2006	12/30/2005	1/30/2006	4-Jan-06	
Mid December to February 28, 2006	3/15/2006	4/15/2006	1-May-06	
March & April 2006	5/15/2006	6/15/2006	1-Jul-06	
May & June 2006	* Mail letter w/ Billing 7/15/2006	8/15/2006	1-Sep-06	
July & August 2006	* Mail letter w/ Billing 9/15/2006	10/15/2006	1-Nov-06	
September & October 2006	11/15/2006	12/15/2006	1-Jan-07	
November & December 2006	1/15/2007	2/15/2007	1-Mar-07	
January & February 2007	3/15/2007	4/15/2007	1-May-07	
March & April 2007	5/15/2007	6/15/2007	1-Jul-07	
Any delinquent utility bill not paid by the due date will be subject to termination of service after a notice has been sent stating service will terminate in ten (10) days. Accounts must be paid in full or satisfactory arrangements made to avoid shut-off.				

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

ddettling@villageofdexter.org

Phone (734)426-8303

Fax (734)426-5614

MEMO

To: President Seta and Council
From: Donna Dettling, Village Manager
Date: May 22, 2006
Re: Projects identified for General Fund Infrastructure Improvements and Bond Options

ITEM

L-1

Included with this memo is a copy of the minutes from the January work session when Council reviewed Infrastructure Strategic Planning. We are already on our way with the Water and Sewer infrastructure improvement plan, focusing on low interest rate funds available from the State Revolving Loan Fund.

Our focus tonight is on General Fund Infrastructure Improvements and the potential for bonding. The list from the January work session is re-printed below:

1. Bridge Cost Share	\$ 400,000 (revised per agreement)
2. Westside Connector	\$ 500,000
3. Park (Mill Pond) Restoration	\$ 500,000
4. Sediment Removal	\$ 500,000
5. DPW	\$ 800,000 (construction estimate by June 1 st)
6. Municipal Building	\$3,000,000
7. CBD Basin	\$ 750,000

TOTAL \$6,450,000

Of this list of projects, the DPW facility will have a construction estimate within the next two weeks. The general fund cash reserve of prior year fund balances is approximately \$1.2 million dollars. Although it would be possible to deplete all of our prior year GF reserves to pay for the new DPW facility, this is not a recommended approach.

- **Review and prioritize the list of projects.**
- **Determine an acceptable annual bond payment, and develop a clear revenue stream for the payment.**
- **Recommend a work session with Tom Traciak of ACI Finance to discuss bonding options and procedures.**

**WORK SESSION
TUESDAY, JANUARY 24, 2006
5:00 to 8:00 p.m.**

**THE VILLAGE OF DEXTER
VILLAGE COUNCIL**

Copeland Conference Room, 7720 Dexter Ann Arbor

**Infrastructure Strategic Planning Session
MINUTES**

Attending: J. Carson, P Cousins, D. Fisher, S. Keough, J. Seta, I. Walters

Absent: J Semifero

Village Manager Dettling presented a PowerPoint presentation: (Original Attached as *Attachment*)

- 1) Establish priorities and cost estimates for capital projects
 - Water and Sewer Infrastructure Improvements

After much discussion, the following items were generally agreed to be the preliminary target projects for the Water and Sewer Infrastructure Improvements:

1. Filtration Plant	\$1,000,000
2. Equalization Basin	\$1,000,000
3. Well Search & 5th Well	\$ <u>225,000</u>
Sub-Total	\$2,225,000

- General Fund Infrastructure Improvements

After much discussion, the following items were generally agreed to be the preliminary target projects for the General Fund Infrastructure Improvements:

1. Bridge Cost Share	\$ 500,000
2. Westside Connector	\$ 500,000
3. Park Restoration	\$ 500,000
4. Sediment Removal	\$ 500,000
5. DPW	\$ 800,000
6. Municipal Building (potential for sale of current Fire Hall)	\$3,000,000
7. CBD Basin	\$ <u>750,000</u>
TOTAL	\$6,550,000

(Revised PowerPoint is *Attachment 2*)

- 2) Establish maximum for potential Bond payment
 - Review Bond Payment Schedule

The following bond payment schedule was discussed. Staff explained that it was for illustrative purposes only. A twenty-year term with 4% interest payment is reflected in the table. The actual annual payment would likely be less, but would escalate over the life of the bond.

Bond Amount	Annual Payment
\$13,425,000	\$ 976,234
\$10,000,000	\$ 727,175
\$ 9,000,000	\$ 649,458
\$ 8,425,000	\$ 612,645
\$ 8,000,000	\$ 584,616
\$ 7,000,000	\$ 509,106
\$ 6,000,000	\$ 436,296
\$ 5,000,000	\$ 363,588
\$ 4,000,000	\$ 290,868
\$3,000,000	\$ 218,148
\$ 2,000,000	\$ 145,428

3) Develop clear revenue stream methodology for Bond payment

The following funds and amounts were discussed as potential revenue sources to make the bond payments and/or pay for the projects with available reserves.

- 1) DDA \$100,000
- 2) General Fund \$140,000 *200,000*
- 3) LDFA \$160,000 (Half of LDFA)

The following were left blank due to the pending rate study by ACI Finance in the coming weeks.: Water/Sewer funds and future Tap Fees.

4) Review Financial Forecast Data

President Seta presented a financial forecast spreadsheet. Discussion of various revenue and expense scenarios occurred.

5) Other concerns

Staff will schedule a subsequent Work Session at or before a future council meeting, likely in February. In the mean time, staff will:

- 1) Develop the methodology and schedule for moving the project(s) forward, similar to what was done with the Public Works Building.
- 2) President Seta will email the revised PowerPoint and Financial Forecast Spreadsheet to the rest of council
- 3) Marie Sherry will provide the financial model to those that request it.

Submitted by:

John Hanifan
Assistant Village Manager
Village of Dexter

Approved for Filing: February 13, 2006

"This meeting is open to all members of the public under Michigan Open Meetings Act"

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

ddettling@villageofdexter.org

Phone (734) 426-8303 Fax (734) 426-5614

MEMO

To: President Seta and Council
From: Donna Dettling, Village Manager
Date: May 22, 2006
Re: Establish 2006/07 Millage Rates

AGENDA 5.22.06
ITEM L-3

The attached resolution must be set for public hearing for June 12, 2006.

As discussed during our goals and objective session last winter it was generally agreed that we would maintain tax rate increases at the rate of inflation. We discussed keeping the Street Millage constant each year until it hits the headlee reduction requirement.

The enclosed L-4029 shows the maximum allowable street millage (column 9) at 3.9520. The requested (column 10) millage to be levied is 3.0055, which is the same millage levied last year.

Marie Sherry used these assumptions in the financial model to develop revenue projections. The data in the revenue portion of the proposed FY 2006/07 Budget reflect this.

Thanks,

13.5562 2006

13.7063 2005

VILLAGE OF DEXTER
-2006
RESOLUTION TO ESTABLISH 2006/07
MILLAGE RATES

At a regular meeting of the Village Council of the Village of Dexter held at the Dexter Senior Center – 7720 Dexter-Ann Arbor Road, within the Village of Dexter on the 12th day of June 2006 at 7:30pm local time.

PRESENT:

ABSENT:

The following preamble and resolution was offered by _____ and supported by _____.

WHEREAS, the Village of Dexter will adopt the 2006/07 Budget prior to July 1, 2006 in accordance with the millage rate herein established, and

WHEREAS it is necessary to establish a millage rate for the 2006/2007 Fiscal Year to support a 2006/07 Budget, and

WHEREAS the Village Council held a Public Hearing on June 12, 2006, and has met the requirements to establish such millage rates

NOW, THEREFORE BE IT RESOLVED, THAT THE 2006 MILLAGE RATE FOR THE VILLAGE OF DEXTER, for real and personal property is hereby established and approved as follows:

GENERAL OPERATING	9.8807
STREETS	3.0055
GENERAL OBLIGATION DEBT6700

BE IT FURTHER RESOLVED that all resolutions in conflict herewith are hereby rescinded

YEAS:

NAYS:

RESOLUTION DECLARED ADOPTED _____

David F. Boyle, Village Clerk

ORIGINAL TO: County Clerk(s)
COPY TO: Equalization Department(s)
COPY TO: Each township or city clerk

2006 Tax Rate Request (This form must be completed and submitted on or before September 30, 2006)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

County Washtenaw	2006 Taxable Value of ALL Properties in the Unit as of 5-22-06.
Local Government Unit Village of Dexter	For LOCAL School Districts: 2006 Taxable Value of Non-Homestead and Non-Qualified Agricultural Properties if a millage is Levied Against Them.

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2006 tax roll.

[illegible]

Prepared by

Marie A. Sherry

Telephone Number

734-426-8303 x 14

Title of Preparer

Treasurer/Finance Dir.

Date _____

As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Type Name	Date
<input type="checkbox"/> Secretary		David Boyle	
<input type="checkbox"/> Chairperson	Signature	Type Name	Date
<input checked="" type="checkbox"/> President		Jim Sefa	

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on the reverse side regarding where to find the millage rate used in column (5).

**Instructions For Completing
Form 614 (L-4029), 2006 Tax Rate Request
Millage Request Report To County Board Of Commissioners**

These instructions are provided under MCL Sections 211 24e (truth in taxation), 211 34 (truth in county equalization and truth in assessing), 211 34d (Headlee), and 211 36 and 211 37 (apportionment).

Column 1: Source. Enter the source of each millage. For example, allocated millage, separate millage limitations voted, charter, approved extra-voted millage public act number, etc. Do not include taxes levied on the Industrial Facilities Tax Roll.

Column 2: Purpose of millage. Examples are: operating, debt service, special assessments school enhancement millage sinking fund millage, etc. A local school district must separately list operating millages by whether they are levied against ALL PROPERTIES in the school district or against the NON-HOMESTEAD AND NON-QUALIFIED AGRICULTURAL group of properties. (See State Tax Commission Bulletin No. 4 of 2006 for more explanation.) A local school district may use the following abbreviations when completing Column 2: "Operating ALL" and "Operating NON-HOME". "Operating ALL" is short for "Operating millage to be levied on ALL PROPERTIES in the local school district" such as Supplemental (Hold Harmless) Millages and Building and Site Sinking Fund Millages. "Operating NON-HOME" is short for "Operating Millage to be levied on NON-HOMESTEAD AND NON-QUALIFIED AGRICULTURAL PROPERTIES in the local school district" such as the 18 mills in a district which does not levy a Supplemental (Hold Harmless) Millage.

Column 3: Date of Election. Enter the month and year of the election for each millage authorized by direct voter approval.

Column 4: Millage Authorized. List the allocated rate, charter aggregate rate, extra-voted authorized before 1979, each separate rate authorized by voters after 1978, debt service rate, etc. (This rate is the rate before any reductions.)

Column 5: 2005 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. Starting with taxes levied in 1994, the "Headlee" rollback permanently reduces the maximum rate or rates authorized by law or charter. The 2005 permanently reduced rate can be found in column 7 of the 2005 Form L-4029. For operating millage approved by the voters after April 30, 2005, enter the millage approved by the voters. For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable".

Column 6: Current Year Millage Reduction Fraction. List the millage reduction fraction certified by the county treasurer for the current year as calculated on *2006 Millage Reduction Fraction Calculations Worksheet*, Form L-4034. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2006 and future years. This prevents any increase or "roll up" of millage rates. Use 1.0000 for millages approved by the voters after April 30, 2005. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

Column 7: 2006 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. The number in column 7 is found by multiplying column 5 by column 6 on this 2006 Form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable".

Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization). List the millage rollback fraction for 2006 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin No. 4 of 2006. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

Column 9: Maximum Allowable Millage Levy. Multiply column 7 (2006 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

Column 10/Column 11: Millage Requested to be Levied. Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211 24e have been met. For further information, see State Tax Commission Bulletin No. 4 of 2006. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380 1211(3). Please see the memo to assessors dated October 26, 2004 regarding the change in the collection date of certain county taxes.

Column 12: Expiration Date of Millage. Enter the month and year on which the millage will expire.



EQUALIZATION AND PROPERTY DESCRIPTION DEPARTMENT

200 NORTH MAIN STREET
ANN ARBOR, MICHIGAN 48107-8645

SUITE 210
(734) 994-2511

P.O. BOX 8645
FAX (734) 222-6589

DIRECTOR
Raman A. Patel, CAE, SRA

May 9, 2006

To All Taxing Authorities:

Enclosed, please find forms L-4028 relating to the taxable real and personal property located within the County of Washtenaw. To the best of our knowledge, the valuations set forth represent the 2005 and 2006 Taxable, Additions and Losses for your Unit. Please check the department web site for information on Taxable, S.E.V. and I.F.T. totals at: <http://www.ewashtenaw.org/government/departments/equalization/>.

If you have any questions, please contact Charles Mosher at 734-222-6540, or E-mail him at Mosherc@eWashtenaw.org.

Thank You

A handwritten signature in cursive script, appearing to read "R. Patel".

Raman Patel, CAE, SRA, CMAE 4
Director

Note: If you would like receive these forms by email, please contact Mr. Mosher by phone or email. Enclosed are the detail sheets for your unit. If you would like this information to be delivered to someone else in your organization, please send Mr. Mosher by email or phone with the correct name and address.

HEADLEE SCHEDULE/WASHTENAW COUNTY

L-4028

This form is issued under authority of sections 211.34d and 211.150, M.C.L. Filing of this form is mandatory. Failure to file is punishable under Section 211.119 M.L.C.

STATEMENT OF CURRENT YEAR TAXABLE AND PRIOR YEAR TAXABLE VALUATION, LOSSES, ADDITIONS, AND THE 2006 MILLAGE REDUCTION FRACTION FOR EACH OF THE SEVERAL ASSESSING JURISDICTIONS, SCHOOLS, COMMUNITY COLLEGES AND AUTHORITIES IN THE COUNTY. THE VALUATIONS LISTED REPRESENT ONLY THE WASHTENAW COUNTY TOTALS.


Raman Patel CMEA IV, CAE, SRA
Equalization Director

Code Number	Taxing Jurisdiction	2005 TAXABLE VALUE as of 5/23/2005	2006 TAXABLE VALUE as of 5/22/2006	TAXABLE VALUE OF LOSSES	TAXABLE VALUE OF ADDITIONS	2006 Millage Reduction Fraction
	Washtenaw County	13,693,361,327	14,629,742,407	222,875,351	612,884,122	0.9927
	CITIES					
8151	Ann Arbor	4,225,708,382	4,481,602,088	46,122,743	131,818,730	0.9926
8155	Chelsea City	217,198,326	230,995,816	5,239,633	13,415,400	1.0000
8154	Milan	95,071,360	107,711,659	284,640	9,105,302	IC
8152	Saline	430,674,030	447,273,221	9,037,322	15,559,700	1.0000
8153	Ypsilanti	359,195,156	397,227,741	7,332,210	33,755,687	1.0000
	TOWNSHIPS					
8101	Ann Arbor	453,482,200	478,129,454	8,402,744	23,035,030	1.0000
8102	Augusta	187,936,306	209,338,097	1,278,565	12,840,740	0.9813
8103	Bridgewater	76,160,450	80,054,096	549,628	1,776,445	0.9978
8104	Dexter	276,237,403	298,206,540	2,812,574	11,250,284	0.9843
8105	Freedom	81,167,911	86,886,604	589,278	3,326,324	0.9961
8106	Lima	140,797,616	151,746,494	1,158,586	6,334,424	0.9920
8107	Lodi	335,417,674	361,063,929	572,743	13,058,500	0.9939
8108	Lyndon	114,232,744	119,690,426	5,126,245	4,068,140	0.9748
8109	Manchester	178,209,230	187,908,287	3,445,900	7,775,119	1.0000
8110	Northfield	317,834,926	337,162,044	2,430,827	7,066,110	0.9870
8111	Pittsfield	1,611,845,326	1,732,591,433	21,902,190	85,216,297	0.9970
8112	Salem	322,100,025	342,588,490	2,043,653	11,278,183	0.9979
8113	Saline	72,179,786	79,998,138	474,273	3,306,200	0.9658
8114	Scio	1,262,302,663	1,359,192,878	20,796,479	72,033,283	0.9964
8115	Sharon	80,647,501	84,934,149	245,837	1,915,599	1.0000
8116	Superior	498,299,453	562,663,670	2,955,568	40,848,953	0.9806
8117	Sylvan	179,434,579	190,766,620	2,680,409	8,878,260	1.0000
8118	Webster	340,764,332	368,620,507	1,482,564	13,269,807	0.9863
8119	York	327,265,700	352,333,300	744,220	11,466,700	0.9895
8120	Ypsilanti	1,509,198,248	1,581,056,726	75,166,520	70,484,905	0.9807
		13,693,361,327	14,629,742,407			
	VILLAGES					
	Barton Hills	50,247,273	52,386,777	43,720	543,960	1.0000
	Dexter	185,859,528	206,580,574	1,324,865	13,643,900	0.9880
	Manchester	70,817,652	73,843,864	1,279,380	3,673,943	1.0000
	AUTHORITIES					
	Ann Arbor Transportaion	4,225,708,382	4,481,602,088	46,122,743	131,818,730	0.9926
	Huron Clinton Metro Parks	13,693,361,327	14,629,742,407	222,875,351	612,884,122	IC
	Ypsilanti Community Utility	1,868,393,404	1,978,284,467	82,498,730	104,240,592	0.9844
	D.D.A.'s					
	Chelsea City	17,319,834	16,772,902	1,646,100	1,001,500	1.0000
	Milan City	3,859,150	4,970,094	to be calculated	to be calculated	IC
	Ypsilanti City	23,366,829	26,862,808	430,649	3,123,793	0.9981

Code Number	Taxing Jurisdiction	2005 TAXABLE VALUE as of 5/23/2005	2006 TAXABLE VALUE as of 5/22/2006	TAXABLE VALUE OF LOSSES	TAXABLE VALUE OF ADDITIONS	2006 Millage Reduction Fraction
	LIBRARIES					
	Ann Arbor District	6,925,134,329	7,388,565,467	83,938,241	278,053,417	0.9939
	Chelsea District	730,464,173	775,985,241	15,217,616	33,333,672	0.9949
	Dexter District	941,421,792	1,022,941,529	7,903,773	48,720,743	IC
	Manchester District	318,192,787	336,130,162	4,237,012	11,852,369	1.0000
	Milan Public	95,071,360	107,711,659	284,640	9,105,302	IC
	Salem South Lyon District	308,157,243	326,420,928	2,031,403	9,670,854	IC
	Saline District	1,488,255,557	1,586,195,131	20,467,478	69,134,319	0.9994
	Ypsilanti District	1,868,393,404	1,978,284,467	82,498,730	104,240,592	0.9844
	SCHOOL DISTRICTS					
81010	Ann Arbor	6,925,134,329	7,388,565,467	83,938,241	278,053,417	0.9939
81040	Chelsea	725,088,326	771,604,887	13,512,551	33,106,566	IC
46060	Clinton	52,475,055	55,347,176	325,058	990,245	IC
38040	Columbia	9,306,460	10,094,814	4,950	366,200	IC
81050	Dexter	941,421,792	1,022,941,529	7,903,773	48,720,743	IC
38050	Grass Lake	1,644,049	1,777,082	0	79,600	IC
81070	Lincoln	783,616,400	838,799,972	14,729,117	40,738,011	IC
81080	Manchester	307,493,246	324,427,946	4,108,113	11,763,212	IC
81100	Milan	247,465,633	269,796,725	837,927	13,085,911	IC
38130	Napoleon	113,259	116,743	0	0	IC
82390	Northville	23,331,099	22,573,649	250,771	1,425,150	IC
47080	Pinckney	22,999,969	24,302,230	125,184	337,384	IC
82100	Plymouth Canton	129,752,656	135,495,800	1,054,166	2,473,620	IC
81120	Saline	1,488,255,557	1,586,195,131	20,467,478	69,134,319	0.9994
53240	South Lyon	247,143,357	265,809,140	1,195,445	8,073,404	IC
33200	Stockbridge	21,180,325	21,251,572	1,629,611	843,433	IC
82430	Van Buren	212,225,653	214,235,398	44,881,899	11,917,074	IC
81140	Whitmore Lake	246,131,493	260,117,454	1,986,461	5,022,700	IC
81150	Willow Run	404,898,968	428,651,581	9,441,845	20,933,931	1.0000
81020	Ypsilanti	903,683,701	987,638,111	17,033,100	66,727,617	0.9946
	COMMUNITY COLLEGES					
	Oakland	222,046,461	237,313,158	1,003,883	6,705,304	IC
	Schoolcraft	75,016,504	76,575,848	770,686	2,319,120	IC
	Washtenaw	13,396,298,362	14,315,853,401	221,100,782	603,859,698	0.9926
	INTERMEDIATE SCHOOLS					
	Igham	21,180,325	21,251,572	1,629,611	843,433	IC
	Jackson	11,063,768	11,988,639	4,950	445,800	IC
	Lenawee	52,475,055	55,347,176	325,058	990,245	IC
	Livingston	22,999,969	24,302,230	125,184	337,384	IC
	Oakland	247,143,357	265,809,140	1,195,445	8,073,404	IC
	Washtenaw	12,973,189,445	13,878,738,803	173,408,267	586,378,012	IC
	Wayne	365,309,408	372,304,847	46,186,836	15,815,844	IC

INSTRUCTIONS:

This form to be completed by the county equalization director for all taxing jurisdictions which levy a property tax in his/her county. This form is to be filed with each unit of local government and with the State Tax Commission. Also provide a copy of this form to the equalization director of each county which shares an intercounty taxing jurisdiction.

On this initial computation form, the 2006 millage reduction fraction (MRF) can be calculated only for taxing jurisdictions located exclusively within a single county. This will include the county unit as well as all townships and nearly every city and village. The MRF for a school district which is not fractional with any other county can also be calculated and listed on the form.

For any taxing jurisdiction which extends into one or more counties, leave the MRF blank and enter the notation "IC" for intercounty.

Code Number	Taxing Jurisdiction	2005 TAXABLE VALUE as of 5/23/2005	2006 TAXABLE VALUE as of 5/22/2006	TAXABLE VALUE OF LOSSES	TAXABLE VALUE OF ADDITIONS	2006 Millage Reduction Fraction
NON-HOMESTEAD (Schools Only)						
	SCHOOL DISTRICTS					
81010	Ann Arbor	3,006,909,590	3,255,189,114	57,169,184	207,501,655	0.9998
81040	Chelsea	208,863,363	228,305,553	4,701,950	18,360,392	IC
46060	Clinton	8,528,379	9,412,112	72,136	448,845	IC
38040	Columbia	2,571,049	3,047,556	4,950	298,750	IC
81050	Dexter	226,872,520	264,293,539	4,780,609	28,810,834	IC
38050	Grass Lake	85,011	166,607	0	79,600	IC
81070	Lincoln	170,803,240	178,469,707	14,018,286	16,881,530	IC
81080	Manchester	69,721,426	73,941,430	3,347,674	7,186,097	IC
81100	Milan	60,408,425	66,830,093	421,241	3,812,480	IC
38130	Napoleon	7,643	7,643	0	0	IC
82390	Northville	17,188,020	16,220,236	233,750	1,402,350	IC
47080	Pinckney	6,371,264	7,032,312	66,200	196,200	IC
82100	Plymouth Canton	41,184,866	42,840,708	569,827	1,036,370	IC
81120	Saline	430,532,723	473,455,148	12,607,175	44,734,940	1.0000
53240	South Lyon	43,980,967	52,306,815	607,410	4,884,750	IC
33200	Stockbridge	9,647,646	10,409,497	8,566	301,200	IC
82430	Van Buren	163,747,247	165,632,768	41,463,075	10,581,484	IC
81140	Whitmore Lake	74,007,238	79,464,073	1,736,716	3,272,600	IC
81150	Willow Run	172,650,598	176,710,970	8,515,343	13,598,638	1.0000
81020	Ypsilanti	451,428,359	510,361,464	12,004,463	57,096,251	1.0000

**2006 REPORT OF TAXABLE VALUATIONS INCLUDING ADDITIONS,
LOSSES AND TOTALS AS APPROVED BY THE BOARD OF REVIEW**

County WASHTENAW	City or Township DEXTER VILLAGE
----------------------------	---

TOTAL CITY OR TOWNSHIP VILLAGES, AUTHORITIES, SCHOOL DISTRICTS	PARCEL COUNT	2005		2006			
		ASSESSED TAXABLE VALUATION	TAXABLE VALUATION OF LOSSES	TAXABLE VALUATION OF ADDITIONS	ASSESSED TAXABLE VALUATION	CEV TAXABLE VALUE	SEV TAXABLE VALUE
SCIO TOWNSHIP							
AGRICULTURAL	0	0	0	0	0	0	0
COMMERCIAL	103	23,330,366	57,200	1,360,000	28,034,108	28,034,108	28,034,108
INDUSTRIAL	63	15,703,108	0	1,978,000	18,208,014	18,208,014	18,208,014
RESIDENTIAL	1,154	103,883,266	8,265	6,936,200	115,264,925	115,264,925	115,264,925
TIMBER-CUTOVER	0	0	0	0	0	0	0
DEVELOPMENTAL	0	0	0	0	0	0	0
REAL TOTAL	1,320	142,916,740	65,465	10,274,200	161,507,047	161,507,047	161,507,047
AGRICULTURAL-PP	0	0	0	0	0	0	0
COMMERCIAL-PP	283	6,444,100	762,700	1,140,300	6,370,600	6,370,600	6,370,600
INDUSTRIAL-PP	40	14,047,600	468,300	1,259,300	13,658,500	13,658,500	13,658,500
RESIDENTIAL-PP	0	0	0	0	0	0	0
UTILITY-PP	3	3,580,800	15,700	186,800	3,572,000	3,572,000	3,572,000
PERSONAL TOTAL	326	24,072,500	1,246,700	2,586,400	23,601,100	23,601,100	23,601,100
TOTAL	1,646	166,989,240	1,312,165	12,860,600	185,108,147	185,108,147	185,108,147
WEBSTER TOWNSHIP							
AGRICULTURAL	0	0	0	0	0	0	0
COMMERCIAL	6	968,378	0	0	1,000,330	1,000,330	1,000,330
INDUSTRIAL	0	0	0	0	0	0	0
RESIDENTIAL	223	17,433,310	0	708,600	19,980,397	19,980,397	19,980,397
TIMBER-CUTOVER	0	0	0	0	0	0	0
DEVELOPMENTAL	0	0	0	0	0	0	0
REAL TOTAL	229	18,401,688	0	708,600	20,980,727	20,980,727	20,980,727
AGRICULTURAL-PP	0	0	0	0	0	0	0
COMMERCIAL-PP	8	468,600	12,700	74,700	491,700	491,700	491,700
INDUSTRIAL-PP	0	0	0	0	0	0	0
RESIDENTIAL-PP	0	0	0	0	0	0	0
UTILITY-PP	0	0	0	0	0	0	0
PERSONAL TOTAL	8	468,600	12,700	74,700	491,700	491,700	491,700
TOTAL	237	18,870,288	12,700	783,300	21,472,427	21,472,427	21,472,427
TOTAL VILLAGE							
AGRICULTURAL	0	0	0	0	0	0	0
COMMERCIAL	109	24,298,744	57,200	1,360,000	29,034,438	29,034,438	29,034,438
INDUSTRIAL	63	15,703,108	0	1,978,000	18,208,014	18,208,014	18,208,014
RESIDENTIAL	1,377	121,316,576	8,265	7,644,800	135,245,322	135,245,322	135,245,322
TIMBER-CUTOVER	0	0	0	0	0	0	0
DEVELOPMENTAL	0	0	0	0	0	0	0
AGRICULTURAL-PP	0	0	0	0	0	0	0
COMMERCIAL-PP	291	6,912,700	775,400	1,215,000	6,862,300	6,862,300	6,862,300
INDUSTRIAL-PP	40	14,047,600	468,300	1,259,300	13,658,500	13,658,500	13,658,500
RESIDENTIAL-PP	0	0	0	0	0	0	0
UTILITY-PP	3	3,580,800	15,700	186,800	3,572,000	3,572,000	3,572,000
CVT TOTAL REAL	1,549	161,318,428	65,465	10,982,800	182,487,774	182,487,774	182,487,774
CVT TOTAL PERSONAL	334	24,541,100	1,259,400	2,661,100	24,092,800	24,092,800	24,092,800
TOTAL VILLAGE	1,883	185,859,528	1,324,865	13,643,900	206,580,574	206,580,574	206,580,574

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

ddettling@villageofdexter.org

Phone (734)426-8303

Fax (734)426-5614

MEMO

To: President Seta and Council
From: Donna Dettling, Village Manager
Date: May 22, 2006
Re: Forming task force for incorporation

AGENDA 5-22-06

ITEM 6-4

Included with this memo is the two-page "Process for Incorporation of City or Village". Also provided is the report from Chelsea's Study Committee as well as the report from the Governmental Transition for Sparta Village

A Resolution establishing a Dexter City Study Committee is moved by _____ and supported by _____

This resolution directs the Committee to study and report on the advantages and disadvantages of incorporating the Village as a Home Rule City, including future needs and requirements of the municipality and the costs and effects of such a transition. Pursuant to the directive of the Village Council the Committee is to examine applicable state statutes, charters of newly formed cities, ordinances of the Village of Dexter, the organizational structure of the Village government and administrative staff, tax records, assessments and election procedures.

The Committee is further tasked with recommending back to the Village Council whether or not to proceed with becoming the City of Dexter.

Membership on the Committee is by appointment of Dexter Village Council. Each Council member to present names of individuals to the Village President, who will prepare a list to be voted on by Council. The Committee's membership will be composed of a diverse group of _____ residents and business owners. The Committee will be given 120-days to complete their task, with one- 30 day extension, if needed

Further discussion is needed to determine the optimal number of members on the committee, and the length of time considered necessary to complete the report. Staff will work with the committee to provide the data needed to complete the report, publish meeting notices (per OMA), and provide assistance in drafting the final report.

Process for Incorporation of City or Village

PART I. OBTAINING APPROVAL FOR INCORPORATION

- * 1. Form task force/committee of residents; conduct surveys and public forums to determine the advantages/disadvantages of incorporation
- 2. Prepare draft petition, including maps
- 3. Submit draft petition to State Boundary Commission for comments and pre-review (optional)
- 4. Circulate petition for signatures
- 5. File petition with State Boundary Commission
- 6. Boundary Commission meets to determine the legal sufficiency of the petition (approximately 90 days after filing)
- 7. Boundary Commission conducts a public hearing (approximately 45 days after legal sufficiency determined)
- 8. Submission of additional material (30 day period following public hearing)
- 9. Submission of rebuttal material by opposition (60-90 period following public hearing; docket open 7 days for final responses)
- 10. Boundary Commission Adjudication (approximately 30 days after rebuttal period)
- 11. Boundary Commission adopts Findings (approximately 30 days after Adjudication)
- 12. Director of Department of Labor & Economic Growth Issues Order (approximately 2-4 weeks after receiving Findings)

IF THE ORDER DOES NOT APPROVE THE INCORPORATION THE PROCESS ENDS.

IF THE ORDER APPROVES THE INCORPORATION AND A REFERENDUM PETITION IS FILED WITHIN 45 DAYS, THEN GO TO PART II.

IF THE ORDER APPROVES THE INCORPORATION AND A REFERENDUM PETITION IS NOT FILED, THEN GO TO PART III.

PART II. REFERENDUM

- 1. Pre-review of referendum petition by Boundary Commission (Approximately 1-2 weeks (optional))
- 2. Circulate referendum petition for signatures
- 3. File referendum petition within 45 days after the Order is mailed.
- 4. Boundary Commission rules on legal sufficiency of referendum petition (approximately 2 months after filing of petition)
- 5. Referendum Date set by Boundary Commission, usually within 90-120 days

IF THE INCORPORATION IS APPROVED BY REFERENDUM, THEN A CHARTER MUST BE ADOPTED WITHIN 2 YEARS OF THE DATE THE APPROVAL ORDER BECOMES EFFECTIVE.

PART III. ADOPTION OF CHARTER (Does not involve the State Boundary Commission)

1. Charter Commission candidates file nominating petitions.
2. Election of 9 charter commissioners
3. Charter Commission must meet within 10 days of election and frame draft within 90 days
4. Charter is reviewed by attorney general's office for the governor's office.
5. If charter does not pass repeat steps 3 and 4
6. Referendum on charter
7. If charter is approved, the effective date of the new city is the date stated in the charter.

IF A CHARTER IS NOT ADOPTED WITHIN 2 YEARS, THE INCORPORATION PROCESS ENDS.

REPORT AND RECOMMENDATIONS OF THE CHELSEA CITY STUDY COMMITTEE

TO THE HONORABLE
THE VILLAGE PRESIDENT AND TRUSTEES
THE VILLAGE OF CHELSEA, MICHIGAN

PREAMBLE

By resolution dated June 9, 1992 the Chelsea Village Council established the Chelsea City Study Committee. The Council directed the Committee to study and report on the advantages and disadvantages of incorporating the Village as a Home Rule City, including the future needs and requirements of the municipality and the costs and effects of such a transition. Pursuant to the directive of the Village Council the Committee examined applicable state statutes, charters of newly formed cities, ordinances of the Village of Chelsea, the organizational structure of the Village government and administrative staff, tax records, assessments and election procedures of the Village and affected townships.

Sylvan Township Supervisor, Don Schoenberg, appeared at a meeting of the committee and addressed the concerns of Sylvan Township pertaining to the possible incorporation of Chelsea as a home rule city. Mr. David White, City Manager of Saline and former manager of the Village of Capac, addressed the committee and described the clear-cut operational advantages and broad controls afforded a home rule city compared to the status of a village.

By letter dated August 9, 1992, Lima Township Supervisor William W. VanRiper, expressed concerns pertaining to which form of government for Chelsea would best serve the western Washtenaw County area.

Additionally the Committee consulted with and received pertinent written information from representatives of the Michigan Municipal League, the State Boundary Commission and Lynn R. Harvey, Ph.D., Associate Professor Michigan State University. Individual members of the Committee appointed by the Chairman reported on various issues involved in the transition of Chelsea from a General Law Village to a Home Rule City.

It is the recommendation of the committee that Chelsea pursue incorporation as a Home Rule City pursuant to Act 279 of 1909.

Submitted herewith are the findings and recommendations of the Committee.

BASIC STRUCTURE OF HOME RULE CITIES

The concept of home rule cities was established by the Michigan Constitution of 1908 and implemented by the enactment of the HOME RULE CITIES ACT, being Public Act 279 of 1909. The Act provides for a general grant of rights and powers limited only by certain enumerated restrictions. The Act grants broad powers to all cities and allows each one the flexibility and latitude to accommodate its own local needs.

Becoming a home rule city affords the citizenry an opportunity to establish a modern governmental organization by the adoption of a Home Rule City Charter. The predominant advantage of Home Rule is that the local citizenry can best address the needs of the community and thereby formulate a government organization that will best establish economic efficiency and promote the specific needs of the community.

The Home Rule Cities Act requires that certain mandatory charter provisions must be provided for in a Home Rule City Charter. The most significant mandatory charter provisions include the following:

1. City government organization.
 - (a) The principal organizational forms of government used in Michigan are (1) weak Mayor, (2) strong Mayor, (3) Council-Manager.
 - (b) Election of a legislative body. Mayor may be elected or selected by legislative body.
 - (c) May elect or appoint the following:
 1. Clerk
 2. Treasurer
 3. Assessor
 4. Board of Review
 5. Other necessary officers
 - (d) The charter may provide for partisan or non-partisan elections.
2. Election procedures.
3. Taxation powers and procedures. Subjects of taxation shall be the same as for state, county and schools.
4. The keeping of public records.
5. Annual appropriation of money for municipal purposes.
6. Levy, collection and return of state, county and school taxes.
7. Provide for public peace, health and safety.
8. The adoption, amendment, repeal and publication of ordinances.
9. Uniform system of accounts as required by law.

Permissible Charter Provisions include, but are not limited to the following:

1. Borrowing power
2. Limitations on borrowing power. 10% of assessed valuation. Additional 5% if used for hospital facilities.
3. Zoning and condemnation.
4. Sewer
5. Lighting
6. Transportation
7. Street plans
8. Water courses
9. The acquisition, lease and sale of property.
10. Bonds
11. Voter referendums

Changing the status from a Village to a City results in new legal responsibilities formerly carried on by the township:

1. Assessing property - hire or contract for city assessing services.
2. Collecting County, school and special authorities taxes.
3. Conducting county, state and national elections.
 - (a) Maintain voter registration lists.
 - (b) Provide voting facilities and equipment.

Incorporation as a Home Rule City and the requisite adoption of a Home Rule Charter guarantees to the progeny of the citizenry the highest degree of self determination and control of their own destiny.

PRESERVATION OF THE NAME AND CHARACTER OF "THE VILLAGE OF CHELSEA"

Chelsea is a general law village pursuant to Act 3 of the Public Acts of 1895.

It is essential to understand that a general law village is not a primary unit of government in Michigan. The primary local units of government in Michigan are cities and townships. A village is not a primary unit of government, but is an incomplete government furnishing only local services. A village is part of a township, and as such, is subject to township authority.

The identity, character and heritage of the Village of Chelsea would be enhanced by incorporation as a home rule city. There appears to be no legal impediment that would prevent the use of the name of "The Village of Chelsea", if Chelsea is incorporated as a home rule city.

The transition of Chelsea from a general law village to a home rule city would identify and establish the Village of Chelsea as an independent political entity, governed by its own charter according to the dictates of its own citizenry.

POPULATION

The population of Chelsea is 3,772, as determined by the last decennial census. The Village satisfies the population requirements of the Home Rule Cities Act.

POPULATION DENSITY

The population density of Chelsea is in excess of 500 per square mile and satisfies the density requirements of the Home Rule Cities Act.

BOUNDARIES, LAND, AREA AND USES

The incorporation petition must include the existing boundaries and any proposed new boundaries. The land area to be incorporated should be described and reference should be made to the amount of undeveloped lands and the zoning of such lands.

ASSESSMENTS AND TAX RAMIFICATIONS

	<u>Current Millage</u>		<u>City</u>
	<u>Actual</u>	<u>Maximum</u>	<u>Maximum</u>
Village General Fund	10.94	12.50	20.0
Streets	00.00	05.00	n/a
Cemetery	00.00	01.00	n/a
Rubbish collection	00.00	03.00	03.0
Township Gen'l Fund	<u>01.00</u>	<u>01.00</u>	<u>00.0</u>
TOTAL	11.94	22.50	23.0

Excludes approved bond debt service and library millage.

Assumes township maximum at 1.0 mills.

Cemetery maximum may be 1.0 mills, but none is being assessed presently.

The figures below show a reduction in Sylvan Township tax revenues by 48%. However, total revenues for Sylvan would remain above Lima's by \$27,000, or 48%. The property tax revenues in Sylvan would also

remain higher than Lima's on a per household and per resident basis.

Sylvan Township Tax Information

Total SEV	163,115,700	or	(1 mill levy) \$163,116.00
Chelsea Part	<u>-79,499,500</u>		<u>\$ 79,500.00</u>
SEV MINUS CHELSEA	83,616,200		\$ 83,616.00

Lima Township Tax Information

Total SEV	63,730,900	or	(1.0312 levy) \$ 65,719.00
Chelsea Part	<u>-9,104,500</u>		<u>\$ 9,389.00</u>
SEV MINUS CHELSEA	54,626,400		\$ 56,330.00

	<u>Population</u>	<u>Housing</u>
Chelsea Village	4,398	1,446
Sylvan Township	2,508	918
Lima Township	2,132	802

Sylvan Township tax dollar per person (including Chelsea SEV)	\$ 65.04
" " " (excluding Chelsea SEV)	\$ 33.34
Sylvan Township tax dollar per household (including Chelsea SEV)	\$177.69
" " " (excluding Chelsea SEV)	\$ 91.08
Lima Township tax dollar per person (including Chelsea SEV)	\$ 30.83
" " " (excluding Chelsea SEV)	\$ 26.42
Lima Township tax dollar per household (including Chelsea SEV)	\$ 81.94
" " " (excluding Chelsea SEV)	\$ 70.24

→ Incorporation as a Home Rule City eliminates any township taxes on the area incorporated. Township taxes are presently limited to one mill. The Headlee Amendment would not impact on a new Home Rule City any differently than a General Law Village. Upon adoption of a Home Rule City Charter the rate of taxation would be controlled by the tax limitation provision of that Charter instead of the tax limitations on a General Law Village. The Headlee Amendment provides that whenever the tax base increases beyond a Consumer Price Index promulgated by the State Tax Commission there must be a roll back to the former tax rate. Exceptions to this rule consist of tax base increases caused by new construction and improvements. The Charter may provide for tax limitation of less than 20 mills.

ELECTIONS

Additional responsibilities imposed on a newly incorporated city would be the conduct of county, state and national elections. It would be the obligation of the city to maintain voter registration lists and provide voting facilities and equipment. The following is a projection of election costs:

Approximately 1994 registered voter (changes regularly)	
Average cost of Village elections	\$ 2,400.00
No charge to Sylvan Twp for use of hall	
1 Village election yearly	\$ 2,400.00
1 Township election every 2 years	\$ 4,800.00
1 Primary election every 2 years	\$ 4,800.00
1 Presidential election every 4 years	<u>\$ 2,400.00</u>
TOTAL ELECTION COSTS	\$14,400.00

4 years = Yearly Budget for elections

\$3,600.00

Voting machines cost \$317-\$357 per machine \$ 2,499.00
By law must have 1 machine per 400 voters, plus
a couple of extra machines. This does not include
the cost of paper and materials for machines.

It is not anticipated that the additional election costs as a city would be appreciable.

FINANCIAL IMPLICATIONS OF INCORPORATION

There is little evidence to indicate that the long term financial implications of incorporating as a home rule city would be appreciable.

Anticipated areas where additional costs would be incurred include the following:

1. Transaction Costs:
 - (a) Petition process
 - (b) State Boundary Commission Approval
 - (c) Public hearings
 - (d) Election costs
 - (e) Printing of Charter
2. Position of City Assessor:
State average salary is \$24,000.00, plus fringes of 20 to 25%. This position can be shared.
3. The establishment of the position of Building Inspector is discretionary.
4. Cost of collection of school and county taxes.
5. Cost of Elections: approximately \$3,600.00 per election.
6. Maintaining voter registration should not increase the cost of municipal government.
7. Possible reimbursement to the Townships for Village property assessment records.
8. Possible remuneration for joint use of Sylvan Township Hall.

STATE BOUNDARY COMMISSION REQUIREMENTS

A petition for incorporation of a home rule city must be approved by the State Boundary Commission. Pursuant to the State Boundary Commission Act, being Michigan Statutes Annotated, Section 5.2242, the criteria to be considered by the commission in arriving at a determination shall be as follows:

1. Population
2. Population density
3. Land area
4. Land uses
5. Assessed valuation
6. Topography
7. Natural boundaries and drainage basins
8. The past and probable future urban growth, including population increases and business, commercial and industrial development in the area
9. Comparative data for the incorporating municipality, and the remaining portion of the unit from which the area will be detached shall be considered
10. Need for organized community services
11. The present cost and adequacy of governmental services in the area to be incorporated
12. The probable future needs for services
13. The practicability of supplying such services in the area to be incorporated

14. The probable effect of the proposed incorporation and of alternative courses of action on the cost and adequacy of services in the area to be incorporated and on the remaining portion of the unit from which the area will be detached
15. The probable increase in taxes in the area to be incorporated in relation to the benefits expected to accrue from incorporation
16. The financial ability of the incorporating municipality to maintain urban type services in the area
17. The general effect upon the entire community of the proposed action, and
18. The relationship of the proposed action to any established city, village, township, county or regional land use plan.

ADVANTAGES OF INCORPORATION

The committee perceives the transition of Chelsea from a General Law Village to a Home Rule City to be an opportunity for Chelsea to adopt the most autonomous and locally controlled form of municipal government permitted under the Constitution and Statutes of the State of Michigan.

The advantages include, but are not limited to the following:

1. All assessing services could be performed by an assessor appointed by and answerable to the city. A Board of Review would be appointed by and answerable to the city.
2. Incorporation would result in a streamlined form of government allowing residents to deal with only one government and not two.
3. The adoption of a modern home rule charter tailor made to the needs of the community.
4. Assures that state collected locally shared taxes are returned to and used in the area of most dense population.
5. Eliminates existing confusion of authority of township to enforce ordinances.
6. Eliminates duplicative services.
7. Incorporation as a home rule city eliminates the nominal township tax and results in a saving thereof.
8. Permits financial flexibility and latitude to accommodate local needs.
9. Upon incorporation as a city, joint contractual relations, such as fire protection and disaster control, need not be severed with a township.
10. Saline City Manager David White, emphasized that the State must seek approval of a home rule city in many instances where it would not be required to do so when dealing with a general law village. Mr. White felt that there was less state interference with home rule cities and that home rule cities have greater influence with the state government than general law villages.
11. State law allows home rule cities and townships to enter into negotiated annexations and share in tax revenues generated by such properties.

THE RELATIONSHIP OF INCORPORATION TO THE AFFECTED TOWNSHIPS

The affected townships expressed the following concerns should Chelsea incorporate as a home rule city:

1. The loss of revenue would cause a considerable reduction in the amount of roadwork that could be done in Sylvan Township.

COMMITTEE COMMENT: The committee recognizes that a reduction of revenues to the township will occur as a result of incorporation. The committee also recognizes that a substantial amount of township taxes on village residents is used for the improvement of township roads and that no township taxes are allocated to the improvement of roads within the village. The county road commission is the governmental unit primarily responsible for the improvement of township roads. The committee feels that Chelsea as a home rule city, would be in a stronger position to work for the improvement of roads in the surrounding townships.

2. The Sylvan Township Hall is located in the Village of Chelsea. Sylvan Township Supervisor Don Schoenberg expressed the concern that a new township hall would be needed.

COMMITTEE COMMENT: State law provides for the continued use of a township hall for all township governmental business, including elections and township meetings, even though that property is incorporated within the boundaries of a home rule city. The Township and Village Public Improvement and Public Service Act, being Act 116 of 1923, as amended by Act 82 of 1989, MCL41.417, permits a township to continue to use a township building for township purposes. This provision reenacted and repealed Act 45 of 1941 (MCL41.221). Official Chelsea incorporated as a home rule city.

Committee research indicates that numerous home rule city incorporations have continued the location and use of a township hall within the corporate limits of a newly incorporated home rule city.

3. Fear of annexation.

COMMITTEE COMMENT: Annexation procedures are under the jurisdiction of the Boundary Commission. Before any annexation may be approved, the township from which the property is being annexed must be given the opportunity to file written objections and present testimony and exhibits at a public hearing before the Boundary Commission.

Act 425 of the Public Acts of 1984, is statutory authority for the conditional transfer of property by contract between two local governmental units. The contract for the transfer of property may be for a period not to exceed fifty (50) years, and may be renewed for another fifty (50) years.

Mandatory contract provisions include the following:

- (a) Length of contract
- (b) Specific authorization for the sharing of taxes and other revenues
- (c) Methods of enforcement of the contract, including return of the transferred area
- (d) Which local unit has jurisdiction over the transferred area upon expiration, termination or nonrenewal of the contract.

The contract may provide for transfer of employees of the local unit and protection of worker's compensation, pensions, seniority, wages, sick leave, vacation, health and welfare insurance, or any other benefits. While such a contract is in effect, no other method of annexation or transfer shall take place.

It is believed that this statute affords the voluntary means by which transfer of lands could be accomplished in a mutually beneficial manner agreed to by both units of government.

POSSIBLE INCREASE IN TAXES

Incorporation as a home rule city would not require or create the need for any increase in taxes.

FINANCIAL ABILITY TO MAINTAIN URBAN SERVICES

It is the opinion of the Committee that incorporation of Chelsea as a home rule city, would enhance its ability to maintain urban services and would not result in a significant increase in the costs of government and its service.

Cityhood Investigatory Committee
Summary and Recommendation on
Governmental Transition for Sparta Village

INTRODUCTION

The Cityhood Investigatory Committee was created in February 2005 with the purpose of reviewing the positives and negatives specific to Sparta on becoming the City of Sparta. The Committee was further tasked with evaluating the positives and negatives of a potential change in municipal status and recommending back to the Village Council whether or not to proceed with becoming the City of Sparta

Membership on the Committee was by appointment of Sparta Village Councilmembers who presented three names of individuals from the community to evaluate the information that could be provided on the transition from a village to a city. The Committee's membership was composed of 19 residents and business owners with representatives from the local police department, fire department, ambulance service, and school district also serving in an advisory capacity.

COMMITTEE REVIEW AND DISCUSSION

On March 31, the Committee convened for the first time to hear a presentation from the Michigan Municipal League regarding the technical aspects of transitioning forms of government and to take questions and answers from the Committee. Following this initial presentation, the Committee membership forwarded to Village Manager Chodkowski their individual lists of concerns for research and presentation to the Committee. The Committee's second meeting was scheduled for June 1, 2005, to discuss its lists of questions and concerns with Manager Chodkowski.

At the June 1st meeting, the Committee discussed the contents of the memo prepared by Manager Chodkowski referencing the previously submitted lists of questions on the matter of cityhood. Following discussion, the Committee's consensus on certain issues is as follows:

Transition Costs: The Committee understood that certain expenditures would accompany the transition process but felt that under certain circumstances these costs could be offset in a reasonable time following the transition.

Tax Increase: The Committee clearly indicated that the transition from a village to a city would have to result in a tax rate that was not significantly higher than that currently in place. The Committee clearly understood that the issue of tax neutrality following the transition would rely heavily on an expansion of municipal boundaries.

Image Affect: The Committee did discuss how the change in municipal status might affect the overall image of Sparta. The Committee felt that the image of a small, rural community could still be maintained following a transition if the proper zoning and development policies were adopted by the governing body.

Future Staffing: The Committee reviewed what types of services a city would be obligated to provide in the future that are not currently required to be provided by the Village. After discussion, the Committee acknowledged that certain services such as an assessor and building inspector would be needed but was unable to determine what type, if any, additional municipal employees would be needed.

Effect to Township: The Committee did determine in its review of the information presented that there were potential financial issues to the Township if the transition in government included a large expansion of municipal boundaries, but this was not a relevant matter in making a recommendation on a change in municipal status.

Intergovernmental Services: The Committee identified this issue as one that would be pivotal in helping to determine whether or not the transition of village to city would be beneficial for the Village's current residents based on the Committee's desire to see a tax-neutral transition. This matter was tabled to be specifically discussed at a future meeting.

Municipal Boundaries: The Committee determined that the key to a transition in municipal status while maintaining tax neutrality would be highly dependent on the expansion of municipal boundaries. This matter was tabled to be discussed separately at a future committee meeting.

Following the Committee's consensus on the above matters, the group adjourned until August 25 to allow Manager Chodkowski time to review, research, and analyze the effects the intergovernmental agreements in place between the Village and Township would have in the transition of government.

At the meeting held on August 25, the Committee looked at the two services being shared by the Village and Township Governments at this time: Sparta Carnegie Library and the Sparta Fire Department. In evaluating these services, the Committee found the following:

Sparta Carnegie Library: The library is currently funded by the Township through general tax dollars, and Village residents pay a Township tax. However, if a transition to cityhood were successful, new city residents would no longer pay this Township tax, and the city would need to contribute funds towards the library's operation for city residents to use the library's services. After reviewing several scenarios, the Committee felt that the funding of the library should be proportionate to where library members live, and it was clear that cost to the city would be an annual, on-going expense not currently paid by the Village. This new cost would have to be paid by the city through general tax income, limiting the funding available to other services or projects, or through an increase in millage defeating the Committee's resolve to see a tax-neutral transition in government.

Sparta Fire Department: The Village and the Township currently provide for fire services through an intergovernmental agreement where the Village pays one-third of the department's operational costs and the Township pays two-thirds of the department's operational cost. Both the Village and the Township make their contributions to the department through their respective general tax revenues. Based on the Committee's discussion, the group felt that the best way to provide this service should a transition in government occur would be to establish an independently funded Sparta Fire District under the guidance of an independently elected board. The Committee did acknowledge that based on its desire to see tax neutrality in the governmental transition, the potential city's tax rate would need to be reduced by nearly 2.5 mills from the Village's current tax rate since the estimated tax rate an independent district would need to levy to operate the fire department would be approximately 2.5 mills.

After the Committee reached recommendations for the continuation of fire and library services, the Committee adjourned to allow Manager Chodkowski to research potential municipal boundary expansion. The Committee asked Manager Chodkowski to consider areas for boundary expansion that could be serviced by existing utility systems.

The Committee reconvened on October 19 to discuss potential municipal boundary expansion resulting from the transition of governmental status. The Committee reviewed a recommended area of approximately 5.5 square miles located mostly to the south and west of the existing Village limits. Based on the parameters set by the Committee, this area was the most qualified because the area to the west could be served by the water system, the southwest area could be readily served by both water and sanitary sewer services, and the area to the south could be serviced by sanitary sewer services. The Committee discussed the issue of boundaries for quite some time but could not reach a consensus on what would be appropriate boundaries to recommend.

Following its discussion on potential municipal boundaries following incorporation as a city, the Committee agreed, with a majority of its membership present, to vote on a recommendation to the Village Council on whether or not to pursue incorporation as a city.

FORMAL RECOMMENDATION & FINDINGS

The Committee formally passed a motion at its October 19 meeting recommending that:

Village Council not proceed with the process of incorporating the Village of Sparta as a city and strongly encourage both the Sparta Village Council and the Sparta Township Board to form an independent fire authority to operate and fund the Sparta Fire Department

This recommendation is based on the following reasons:

Currently the Township provides to Village residents, through its general tax revenues election operations, property assessment, building inspections, and library services. These services are funded by the Township millage which is currently at .9861 and generates a total income of \$91,000 from existing Village properties. If the Village were to become a city, these same services are estimated to annually cost \$146,000. The difference between the cost for these services through the Township and what they could be provided for through the city is approximately \$55,000. Based on the fact that these services are already being provided through the Township, becoming a city would only duplicate these services and increase city operational costs.

The Committee focused on a change in municipal status that would be tax neutral for current Village residents. In an effort to hold this position by assuming certain costs, the Committee factored into its discussion the increase in operational costs listed above as well as an independent fire authority. Based on these assumptions, the Committee found that the necessary millage rate to continue current funding levels to an independent fire authority would be approximately 2.5 mills. To establish an independent fire authority with a millage, the city would have to reduce its operating millage by as much and in so doing would create a constraint on general tax revenues which could lead to a reduction in existing municipal services.

Boundary expansion, in cooperation with the transition in governments, would be needed to meet the Committee's desire to make the transition from village to city tax neutral. In evaluating the area most likely to be incorporated as the new city boundaries, initial estimates on taxable values in the area could not generate enough revenues to adequately cover future municipal operations. Furthermore, the Committee found that a boundary expansion of the size being proposed would cause significant controversy between the Village and the Township Governments. The Committee also felt that the residents in the area proposed to be incorporated would not see a significant increase in services for the large increase in tax that would be associated with incorporation, causing additional friction between residents of the community. Conversely, the Committee felt current Village residents would most likely see a decline in services because existing resources would now be required to provide the same services over a larger area.

Other issues such as growth, development, and intergovernmental services were discussed by the Committee. The overall consensus of the Committee was that differences between the Village and Township on these controversial issues was not so great to merit a change in municipal structure to resolve the matters. Rather, the Committee felt that these issues stemmed from the political bodies failing to adequately work together and communicate on issues in everyone's best interest. It was the opinion of the Committee that these issues could be addressed more expediently and cost effectively by simply increasing communications and joint planning than by incorporating the Village into a city.

CONCLUSION

The issue of whether or not to incorporate the Village of Sparta into the City of Sparta has been an ongoing subject of debate dating back to the 1950's. The Committee, in its review of the information, acknowledged that there were a few positive points in transitioning to a city form of government over that of a village form. These positive aspects of incorporation are largely intangible in nature compared to the very real negatives: costs and taxes

Based on the information reviewed in the Committee analysis, the transitioning from a General Law Village to a Home Rule City is not one that will substantially improve the delivery of services for current Village residents or create a politically stable community which will positively impact growth and development. In the opinion of the Committee, intergovernmental service arrangements currently between the Village and the Township need to be addressed in a way that is mutually beneficial in services and costs, a larger tax base needs to be created within the Village, and a plan showing cost effective use of staff capable of meeting the increase in governmental responsibilities resulting from incorporation all need to be in place before incorporation as a city can truly be beneficial to the current Village resident

Respectfully submitted on behalf of the Committee,

In Absentia

Athena Eary,
Committee Chairperson

Paul Schulz,
Committee Vice-Chairperson



May 1, 2006

AGENDA 5.22.06
ITEM L-5

Mr. David Boyle
Dexter Village Clerk
8140 Main St.
Dexter, MI 48130-1092

Dear Mr. Boyle:

As you struggle to balance your general fund budget, one item will be easy to approve – your membership in the Michigan Municipal League. Better than anyone else, MML knows the fiscal challenges your community faces every day, and we're working hard to help you find solutions and preserve existing revenue.

Advocate, educate, assist. That is our simple mission. By leading advocacy efforts to support municipal issues, by providing low-cost education about effective and efficient governance, and by assisting and serving city and village officials in a host of ways, the Michigan Municipal League supports every municipal member.

MML's Board of Trustees recently approved a new dues calculation method based on inflation and your historical MML dues payment. This move away from a formula based in part on state shared revenue will protect the League's ability to provide core services to communities and will allow members to more accurately budget for their MML dues.

Like every Michigan community, MML is finding creative ways to provide more services with less revenue. Our staff is streamlining procedures and improving services. We are seeking new funding sources and ways to provide you with information and resources. We are working harder than ever in Lansing and Washington to preserve and promote municipal interests such as revenue sharing, transportation and CDBG funds, and locally negotiated cable franchise contracts.

The 18 city and village officials you select to represent you on the MML Board of Trustees understand what's causing the stressed financial condition in many Michigan communities. They know that for communities to survive, we must defend our interests together. Alone, your city/village is just one voice. Together, we roar. Officials in every member community must speak the same message at the same time if we are to influence state and federal legislators to support issues important to Michigan's communities.

Michigan Municipal League membership is the best self-preservation investment your community can make. Take a look at the enclosed summary of services you receive with your membership. You'll be amazed that we offer so much service for such low dues!

Sincerely,

Daniel P. Gilmartin
Executive Director

Michael N. Matheny
President, 2005-2006

Enc.

President
Michael N. Matheny
Mayor, Grand Blanc

Vice President
Clara M. Shepherd
Commissioner,
Muskegon

Trustees
Vicki Barnett
Mayor,
Farmington Hills

Robin E. Beltramini
Councilmember, Troy

Kathleen Buckner
Mayor Pro Tem,
Center Line

Deborah L. Doyle
Councilmember,
Durand

Dana W. Foster
City Manager, Brighton

George Heartwell
Mayor, Grand Rapids

Kwame M. Kilpatrick
Mayor, Detroit

Linda L. Gedeon-Kuhn
Commissioner,
Bridgman

Florence E. Schrader
Treasurer, Ubly

John C. Siira
City Manager,
Wakefield

Gladys A. Solokis
Mayor, Gaylord

William R. Stewart
City Manager,
Coldwater

Karl S. Tomion
City Manager, Midland

Kenneth Tousignant
Mayor, Iron Mountain

Gary Tuzinowski
Councilmember,
Algonac

John J. Zech
City Manager, Wayne

Executive Director
Daniel P. Gilmartin



**MICHIGAN MUNICIPAL LEAGUE
MEMBERSHIP RENEWAL INVOICE
2006 - 2007**

VILLAGE OF DEXTER

Id: 130

Date: May 5, 2006

Membership Period: July 1, 2006 - June 30, 2007

	2006-2007 Dues
* Michigan Municipal League Dues	\$1,162
** Environment Affairs Assessment	139
*** Legal Defense Fund	116
	\$1,417

Total due by July 1, 2006 \$1,418
--

Please sign, date and return one invoice copy with your payment.

Make checks payable to the Michigan Municipal League and mail to the address below. Thank you.

(Signature)

(Date)

- * For a detailed analysis of your MML dues, go to www.mml.org/pdf/dues05.pdf or call 734-669-6350. MML dues include annual subscriptions to the Michigan Municipal Review for your officials at \$12.00 per subscription, which is 50% of the regular subscription rate.
- ** The purpose of the EAA is to fund the Environmental Affairs Service (EAS) and its advocacy for the municipal point of view on environmental, public works and infrastructure issues at the state and federal level. The EAS Limited one-on-one assistance to MML members concerning environmental protection mandates, transportation and public works activities is also available.
- *** The Legal Defense Fund is an optional charge. The purpose of the Fund is to provide specialized legal assistance to member municipalities in cases that have significant statewide impact. There is a \$50 minimum assessment for all communities who join.

Michigan Municipal League
P.O. Box 7409
Ann Arbor, MI 48106-7409
800.653.2483

VILLAGE OF DEXTER – Community Development Office

8140 Main Street, Dexter, Michigan 48130-1092 Phone (734) 426-8303 ext. 15 Fax (734) 426-5614

5-22-06

Memorandum

ITEM

L-6

To: Village Council
From: Allison Bishop
Re: Article 21, Site Plan Review and Approval –
* 2nd Reading
Date: May 22, 2006

On April 10, 2006 the Village Council moved to postpone action on Article 21 to allow additional information to be added to the ordinance. Jim Seta and I met to discuss the additional information requested. The information added has been highlighted in the included ordinance. The Village Attorney has also reviewed the ordinance and has approved the changes and suggested a few amendments.

Amendments recommended by the Planning Commission included adding provisions for the following:

1. Site Plan requirements
2. Administrative approval
3. Deviations from Washtenaw County Drain Commission Standards in the CBD and VC Districts
4. Land banked Parking
5. Floor Plans and Elevations, including color renderings and 2 dimensional color elevations
6. Additional engineering requirements, such as retaining walls and as-built drawings
7. Cut sheets for lighting
8. Master Deed requirements for storm water management
9. Pre application meeting information

The Planning Commission moved to recommend approval of the proposed amendments on April 3, 2006.

REFERENCE:

Per Section 23.06, The Planning Commission and Village Council shall consider the following criteria to determine the appropriateness of amending the text, standards and regulations of the Zoning Ordinance.

- A. Documentation has been provided from Village Staff or the Board of Zoning Appeals indicating problems and conflicts in implementation of specific sections of the Ordinance.
- B. Reference materials, planning and zoning publications, information gained at seminars or experiences of other communities demonstrate improved techniques to deal with certain zoning issues, or that the Village's standards are outdated.
- C. The Village Attorney recommends an amendment to respond to significant case law.

D. The amendment would promote implementation of the goals and objectives of the Village's Master Plan.

E. Other factors deemed appropriate by the Planning Commission and Village Council.

SUGGESTED MOTIONS

Based on the Planning Commission recommendation the Village Council (**APPROVES** / **DENIES**) the proposed amendments to Article 21, Site Plan Review and Approval, of the Village of Dexter Zoning Ordinance based on the criteria set forth in Section 23.06 and the following:

1. It has been determined by Planning Commission and the Village Council that additional information needs to be provided during site plan review in order to make better decisions in the public's interest and to ensure that adequate and pertinent information is included in site plans.
2. The amendment would promote implementation of the goals and objectives of the Village's Master Plan by ensuring that architecture is consistent with village standards, the conversion of homes to commercial and office uses can happen more efficiently, flexibility in particular standards is noted and instructions for site plan review are clear and concise.

OR

Move to **POSTPONE** the proposed amendments to Article 21 until ____ (**DATE**) ____ to allow the Village Council time to gather more information on the following:

1. _____
2. _____

Please feel free to contact me prior to the meeting with questions.

Thank you,

Article XXI

SITE PLAN REVIEW AND APPROVAL

Section 21.01 INTENT

The intent of this article is to establish the procedures and consistent standards for review and approval of site plans to ensure full compliance with the regulations in this Ordinance and other applicable ordinances and state and federal regulations of development proposals. Site plan review standards are intended to encourage consultation and cooperation between the applicant and the Village to balance the property owners right to a reasonable rate of return on investment with the Village's overall land use goals and desire to minimize adverse impacts on the investments of surrounding landowners. Therefore, these site plan review standards insure a thorough evaluation of a development in relation to the goals of the Village of Dexter Master Plan and the potential impacts on the environment, drainage, utilities, traffic, aesthetics, property values and other public health, safety and welfare issues.

This section also contains special provisions to evaluate impacts of particular uses and to allow administrative approval in certain cases where there is a change in use, a minor change to an existing site or a minor change determined necessary in the field during construction.

Section 21.02 USES REQUIRING SITE PLAN REVIEW

Site Plan Review and approval is required for all proposed uses and structures within the Village except for single-family dwellings and accessory structures.

1. Site Plan Review and approval is required for existing uses or structures, except single-family detached dwellings on individual lots, where an alteration to the existing use or structure would result in ~~one~~ any of the following conditions:
 - A. ~~Constitutes an increase or reduction of the floor area of a structure or land area occupied by the use.~~
 - B. ~~Constitutes a change of use, even if the change of use is permitted in the subject Zoning District.~~
 - C. ~~a requirement of~~ Requires a variance from the provisions of this Ordinance, regardless of its size.
 - D. ~~the construction, expansion, or contraction of Any proposal to build, expand, or decrease on an off-street parking lot; or to the resurfacing of an off-street parking lot when construction includes resurfacing, drainage alterations, or the addition or replacement of the base or sub-grade.~~
 - E. Any other change in use or development that could affect compliance with the standards set forth in this Ordinance.

Site Plan Review and Approval

2. Site Plan Not Required. Submission of a site plan shall not be required in the following circumstances.
 1. Single and two-family residential dwelling units on individual lots.
 2. Residential and agricultural accessory buildings.
 3. Nonresidential accessory buildings less than 700 square feet in area.

Some site plans may be eligible for aAdministrative review and approval may be permitted pursuant to Section 21.06 below.

The Zoning Administrator shall not issue a certificate of zoning compliance or a building permit for construction of, addition to, any one of the above listed buildings or structures until a final site plan therefore has been approved and is in effect. Unless exempted from site plan review as set forth above, no person shall commence, change, or expand the use of a property or structureA use, not involving a building or structure, as above listed, shall not be commenced, or expanded, nor shall the Zoning Administrator issue a certificate of occupancy for such use, until a final site plan has been approved and is in effect.

No grading, removal of trees or other vegetation, land filling, or construction of improvements shall commence for any development for which site plan approval is required until a final site plan is approved and is in effect, except as otherwise provided in this Article.

Section 21.03 CRITERIA OF SITE PLAN REVIEW

The Planning Commission (and Village Council) shall review the site plan to ensure that it complies with all of the criteria below:

- A. The proposed use will be harmonious to the surrounding neighborhood.
- B. The location of buildings, outside storage receptacles, parking areas, lighting, fences or obscuring walls, and utility areas will minimize adverse effects of the proposed use for the occupants of that property and the tenants, owners, and occupants of surrounding properties.
- C. There is a proper relationship between roadways and proposed service drives, driveways, and parking areas to encourage the safety and convenience of pedestrian and vehicular traffic. The site plan includes the minimum number of driveways required to provide reasonable access. Driveways are spaced as far apart from intersections and other driveways as practical to reduce accident and congestion potential. Sharing driveways and parking with adjacent uses is encouraged.
- D. The site plan provides for proper development of roads, easements, and public utilities and protects the general health, safety, and welfare of the Village and its residents.

Site Plan Review and Approval

- E. Building architecture, materials, roof line, colors, windows and similar elements shall be consistent with buildings in the immediate neighborhood area, as determined by the Planning Commission (or Village Council for Special Land Uses). In the case of ~~cCommercial~~ ~~bBuildings~~, ~~bBuilding~~ ~~fFloor~~ plans, elevations and proposed materials shall be submitted with the provided by Final Site Plan submittal. ~~3-dimensional~~ color renderings or ~~2-dimensional~~ color elevations may be requested by the Planning Commission at any point in the review process. The Zoning Administrator may request material samples for verification in the field during construction. The intent of this standard is to provide a harmonious, unified community to help create a sense of place and contribute to the image and quality of life in the Village. Elevations, Floor plans, and materials to be used must be provided for the Planning Commissions review. The requested renderings may be presented at the Site Plan Review meeting or provided in advance when sets are submitted to the Zoning Administrator.
- F. The proposed site plan complies with all Village codes and ordinances. Site plans for Mobile Home Park Districts shall comply with the preliminary plan requirements established in the Michigan Mobile Home Commission Acts.
- G. The project and related improvements shall be designed to protect land and water resources from pollution, including pollution of soils, groundwater, rivers, streams, lakes, ponds, and wetlands.
- H. Storm water detention, retention, transport, and drainage facilities shall be designed to use or enhance the natural storm water system on site, including the storage and filtering capacity of wetlands, watercourses, and water bodies, and/or the infiltration capability of the natural landscape. Storm water facilities shall not cause flooding or the potential for pollution of surface or groundwater, on-site or off-site. Storm water facilities shall conform with the requirements of the county drain commissioner. Deviations from the Washtenaw County Drain Commission standards may be permitted upon review and approval by the Village Engineer, ~~only in the Central Business and Village Commercial Districts.~~
- I. General-purpose floor drains shall be connected to public sewer system or an on-site holding tank (not a septic tank) in accordance with state, county and municipal requirements, unless a groundwater discharge permit has been obtained from Michigan Department of Environmental Quality. General-purpose floor drains, which discharge to groundwater, are prohibited.
- J. Sites at which hazardous substances, hazardous wastes, or potentially polluting materials are stored, used or generated shall be designed to prevent spills and discharges of such materials to the air, surface of the ground, groundwater, lakes, streams, rivers or wetlands.
- K. Secondary containment facilities shall be provided for above ground storage of hazardous substances, hazardous wastes, or potentially polluting materials in accordance with the state and federal requirements. Aboveground secondary containment facilities shall be

Site Plan Review and Approval

designed and constructed so that the potentially polluting material cannot escape from the unit by gravity through sewers, drains or other means, directly or indirectly, into a sewer system or into the waters of the state (including groundwater).

- L. Underground storage tanks shall be registered, installed, operated, maintained, closed and removed in accordance with regulations of the Michigan Department of Environmental Quality.
- M. Out of service or abandoned underground storage tanks shall be closed and removed in accordance with regulations of the Michigan Department of Environmental Quality.
- N. Aboveground storage tanks shall be certified, installed, operated, maintained, closed and removed in accordance with regulations of the Michigan Department of Environmental Quality.
- O. Bulk storage facilities for pesticides and fertilizers shall be in compliance with requirements of the Michigan Department of Agriculture. Low phosphorus fertilizers are encouraged.
- P. Abandoned water wells (wells no longer in use or in disrepair), abandoned monitoring wells, cisterns shall be plugged in accordance with regulations and procedures of the Michigan Department of Environmental Quality and the County or District Health Department.
- Q. State and Federal requirements for storage, spill prevention, record keeping, emergency response, transport and disposal of hazardous substances, hazardous wastes, liquid industrial waste or potentially polluting materials shall be met. No discharge to surface water or groundwater, including direct and indirect discharges of waste, waste effluent, wastewater, pollutants, or cooling water shall be allowed without approval from state, county and local agencies.

Section 21.04 APPLICATION FOR SITE PLAN REVIEW

Unless eligible for administrative review pursuant to section 21.06, applications for site plan review shall conform to the following:

- A. The detailed site plan presented for review and recommendation by the Planning Commission and consideration by the Village Council shall contain all information required in this Ordinance. During the conceptual review phase, a generalized site plan may be presented by the prospective applicant for consideration of the overall idea of the development. Basic questions of use, density, integration with existing development in the area and impacts on and the availability of public infrastructure are discussed. A prospective applicant schedules the conference with the Village Zoning Administrator and other Village representatives per the pre-application meeting schedule, as appropriate. Following the pre-application conference, a complete submittal of a site plan shall be submitted per the following criteria:

Site Plan Review and Approval

1. Site plans shall be submitted per the Planning Commission Application Review Calendar. Planning Commission regular meetings are held the first Monday of the month. Site plans are due at the Village Office by 4:00 p.m. on the first Monday of the month to be placed on the following months agenda.
2. A completed application form and Environmental Permits Checklist as provided by the Village, along with the required fee and deposit established by resolution of the Village Council. The owner's signed consent is required on the application if the applicant is not the owner.
3. Sixteen (16) sets of site plan drawings, folded to, approximately 8 ½ x 11 inches, site plan drawings and three (3) electronic copies on a CD in a format prescribed by the Zoning Administrator, which will be forwarded by the Zoning Administrator to the Fire Department, Department of Public Services, Planner, and Engineer for review. Site plans shall be prepared, signed and sealed by the professional responsible for the work under Michigan law (architect, engineer, community planner, landscape architect, or land surveyor registered by the State of Michigan). All submitted sheets shall be sealed (with ink stamps or embossments). In addition, the title and index sheet of each drawing set and project manual shall be signed by the professional whose seal is applied to the documents.
4. Site plans shall always include an overall site plan for the entire development. Sheet size shall be at least 24" x 36". Site plans shall be drawn to a scale of not less than 1" = 20' for property less than three (3) acres, or to scale of not less than 1" = 100' for property of three (3) or more acres. Included on the site plan will be all of the following data as applicable, per this Article.

B. Preliminary site plan.

1. Information Required - Each preliminary site plan submitted for review shall provide the following information:
 - a. Location map, address and legal description of the property, dimensions and area of the site;
 - b. Topography and site soil classifications;
 - c. Name, address, phone number of the property owner and the applicant;
 - d. Title block, scale, north arrow, and date of plan;
 - e. Dimensional Requirements; (options)

Site Plan Review and Approval

- (1) Location and exterior dimensions of proposed buildings/structures; outline; floor area; distances between buildings/structures; height in feet and stories; finished floor elevations and number and type of dwelling units (where applicable).
 - (2) Location and general alignment of all proposed streets and drives; right-of-way where applicable; surface area, width dimension; location and typical details of curbs; turning lanes, with details (where applicable); location and width of all entries and exits and curve-radii.
 - (3) Proposed parking - location and lot dimensions, space and aisle dimensions, angles of spaces, surface type and total number of spaces. Proposed Landbanked parking spaces should also be noted on the plan pursuant to section 5.
-
- f. Location and size of open areas and recreation areas, if applicable; percentage of open areas or recreating areas if applicable.
 - g. Existing zoning classification of property, delineation of required and proposed district regulations, dwelling unit schedule, density of development, FAR and lot area per dwelling unit for residential projects, lot coverage (percent), location and size of required buffers, if applicable;
 - h. Area of intended filling and/or cutting, outline of existing buildings/structures and drives, existing natural and man-made features to be retained or removed.
 - i. Location, width, and surface of proposed sidewalks and pedestrian ways.
 - j. Existing building, structures and other improvements, including drives, utility poles and towers, easements, pipelines, excavations, ditches (elevations and drainage directions), bridges, culverts and a clear indication of all improvements to remain and to be removed.
 - k. Adjacent land uses and zoning, location of adjacent buildings, drives and streets;
 - l. location and area of development phases, building program for each phase, projected schedule of development by phase;
 - m. Location and width of all existing and proposed easements on the site;
 - n. General location and size of proposed water, sanitary sewer, and storm drainage systems; and location of overhead wire and poles; location of hydrants; and

Site Plan Review and Approval

- o. All adjacent property owned or controlled by the applicant or owner of the subject property.
- p. existing topographic elevations at two (2) foot contour intervals. Indicate the direction of drainage flow.
- q. Location and elevations of existing water courses and water bodies, including county drains and surface drainage ways, floodplains and wetlands.
- r. Proposed storm water management plan including design of sewers, outlets, and retention or detention ponds. Sufficient data regarding site runoff estimates and off-site drainage patterns shall be provided to permit review of the feasibility of storm water detention and/or retention as well as the impact on local surface and groundwater.
- s. Location and status of any floor drains discharging to grade or anywhere other than public sanitary or septic systems shall be specified on the site plan.
- t. Description and location of any existing or proposed outdoor storage facility (above ground and below ground storage).
- u. Description and location of on-site wastewater treatment and disposal systems.
- v. Location of existing and proposed private drinking water wells, monitoring wells, test wells, irrigation wells, or wells used for industrial processes.
- w. Size, location, and description of any proposed interior or exterior areas of structures for storing, using, loading or unloading of hazardous substances, hazardous waste, and/or polluting materials.
- x. Delineation of areas on the site which are known or suspected to be contaminated, together with a report on the status of the cleanup or closure.
- y. Inventory of hazardous substances to be stored, used, or generated on-site, presented in a format acceptable to the local fire marshal.
- z. Completion of the state and county environmental permits checklist using the form provided.

Site Plan Review and Approval

2. Standards for Review - In reviewing a preliminary site plan the Planning Commission shall consider the following standards:
 - a. That all required information has been provided;
 - b. That the proposed development conforms to all regulations of the zoning district in which it is located;
 - c. That the applicant may legally apply for site plan review;
 - d. That vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks serving the site, shall be safe and convenient;
 - e. That the proposed site plan will be harmonious with, and not harmful, injurious, or objectionable to, existing and future uses in the immediate area;
 - f. That natural resources will be preserved to a maximum feasible extent;
 - g. That the proposed development respects natural topography to the maximum feasible extent, and minimizes the amount of cutting and filling required;
 - h. That organic, wet, or other soils, which are not suitable for development, will be undisturbed or will be modified in an acceptable manner;
 - i. That the proposed development properly respects floodway and flood plains on or in the vicinity of the subject property; and
 - j. That phases of development are in logical sequence so that any phase will not depend upon a subsequent phase for adequate access, public utility services, drainage, or erosion control.
3. The Planner and Engineer shall review the plans and other information submitted for compliance with applicable ordinances, policies, laws and standards and shall furnish written comments, opinions and recommendations to the Village Zoning Administrator at least two (2) weeks prior to the Planning Commission meeting where action is sought.
4. Any plan revised in response to comments from the Planner, Engineer or agencies/departments having jurisdiction shall not be placed on the Planning Commission agenda until written review comments from those persons noted above on the revision have been received by the Zoning Administrator.
5. Planning Commission and Village Council Action – If a completed application and site plan are received, the Planning Commission shall study the plan and

Site Plan Review and Approval

shall, recommend approval, disapproval or approval with modification of the preliminary site plan.

After recommendation of the Planning Commission, the Village Council may approve, disapprove or may require changes in the plan, and may attach conditions to its approval. The Village Council shall advise the applicant in writing of its actions on a preliminary site plan.

6. Effect of Approval - Approval of a preliminary site plan by the Village Council shall indicate its acceptance of the proposed layout of buildings, streets, drives, parking areas, and other facilities and areas in accordance with the standards set forth in Section 21.04 (c)(2), herein.

The Village Council may, at its discretion and with appropriate conditions attached, authorize issuance of permits by the Zoning Administrator for grading and foundation work on the basis of an approved preliminary site plan. The conditions which may be attached to such permit for grading and foundation work shall include, but shall not be limited to, measures to control erosion, exemption of the Village from any liability if a final site plan is not approved, and provision of a bond for site restoration if work does not proceed to completion.

7. Expiration of Approval - Approval of a preliminary site plan shall be valid for a period of one hundred eighty (180) days from the date of approval and shall expire and be of no effect unless an application for a final site plan for all or part of the area included in the approved preliminary site plan is filed with the Village Zoning Administrator. The Village Council shall, within two (2) weeks of the date of approval of the preliminary site plan, transmit a written certification of such approval to the applicant. Phased Site Plans: If a final site plan is submitted for only a part of the area included in the approved preliminary site plan, successive final site plans shall be filed at intervals no greater than three (3) years from the date of approval of the previously approved final site plan. If such period is exceeded, the Village Council may declare the approved preliminary site plan invalid with respect to the remaining parts of the site, unless good cause can be shown for the development schedule. In such case, the Village Council may require that the site plan be revised to meet current ordinance requirements.

C. Final Site Plan

1. Application - Following approval of a preliminary site plan, the applicant shall provide required copies of a final site plan, the required electronic CD copies, the review fee, and a completed application form with the Zoning Administrator. The Zoning Administrator, upon receipt of the application, shall transmit the final site plan drawing(s) to the Planning Commission prior to its next regular meeting. Village consultants require two (2) weeks for issuance of a review letter.

Site Plan Review and Approval

2. Information Required - Each Final site plan submitted for review shall provide the following information and shall meet the following specifications, where applicable:
 - a. The site plan shall be presented on more than one (1) drawing, for the purposes of clarity.
 - b. Title block, scale, north arrow, name and date of plan; date of revisions thereto.
 - c. Name and address of property owner and applicant; interest of applicant in property; name and address of developer.
 - d. Name and address of designer. Site plans shall be prepared, signed and sealed by the professional responsible for the work under Michigan law (architect, engineer, community planner, landscape architect, or land surveyor registered by the State of Michigan). All submitted sheets shall be sealed (with ink stamps or embossments). In addition, the title and index sheet of each drawing set and project manual shall be signed by the professional whose seal is applied to the documents.
 - e. A vicinity map; legal description of the property; dimensions and lot area. Where a metes and bounds description is used, lot line angles or bearing shall be indicated on the plan. Lot line dimensions and angles or bearing shall be based upon a boundary survey prepared by a contract land surveyor or registered surveyor and shall correlate with the legal description. Lot iron locations shall be identified.
 - f. Existing topography (minimum contour interval of two feet); existing natural features such as trees, wooded areas, streams, marshes, ponds, and other wetlands; clear indication of all natural features to remain and to be removed. All trees eight (8) inch diameter or larger shall be accurately located on the final site plan. Label each tree as to either preserved or removed. Per section 6.14 all trees over 8 inches diameter shown to be removed shall be replaced.
 - g. General description of deed restrictions, if any, and covenants and/or development agreement, and association by-laws shall be submitted for review per Section 21.13.
 - h. Owner, use and zoning classification of adjacent impacts; location and outline of buildings, drives, parking lots, and other improvements on adjacent properties.
 - i. Existing public utilities on or serving the property - location and size of water lines and hydrants it shall be noted on the plan that all hydrants shall

Site Plan Review and Approval

have Storz connections; location, size and inverts for sanitary sewer and storm sewer lines; location of manholes and catch basins (proper casting shall be noted on plan), location and size of wells, septic tanks and drain fields.

- j. Name and right-of-way of existing streets on or adjacent to the property; surface type and width; spot elevations at intersections with streets and drives of the proposed development. Federal, State, County or Locally required right-of-way signs shall be noted on the plan.
- k. Zoning classification of the subject property; location of required yards; total ground floor area and lot coverage (percent); floor area ratio. In the case of residential units, the plan shall note dwelling unit density, lot area per dwelling unit, and a complete schedule of the number, size and type of dwelling units. In the case of commercial buildings, building floor plans, elevations and proposed materials shall be submitted with the Final Site Plan. 3-dimensional color renderings or 2-dimensional color elevations may be requested by the Planning Commission at any point in the review process. The Zoning Administrator may request material samples for verification in the field during construction.
- l. Grading plan, showing finished contours at a minimum interval of two (2) feet, and correlated with existing contours so as to clearly indicate cut and fill required. All finished contour lines are to be connected to existing contour lines at or before the property lines.
- m. Location and exterior dimensions of proposed buildings/structures, with the location to be referenced to property lines or to a common base point; distances between buildings/structures; height in feet and stories; finished floor elevations and contact grade elevations.
- n. Location and alignment of all proposed streets and drives; right-of-way where applicable; surface type and width, and typical cross-section of same showing surface, base, and sub-surface materials and dimensions; location and typical depth of curbs; turning lanes, with details (where applicable); location, width, surface elevations and grades of all entries and exits; curve radii.
- o. Location and dimensions of proposed parking lots; number of spaces in each lot; proposed landbanked parking spaces; dimensions of spaces and aisles; drainage pattern of lots; typical cross-section showing surface, base, and sub-surface materials; angles of spaces.
- p. Location and size of proposed improvements of open spaces and recreation areas, and maintenance provisions for such areas.

Site Plan Review and Approval

- q. Locations, width, and surface of proposed sidewalks and pedestrian ways.
- r. Location and type of proposed screens and fences; height, typical elevation and vertical section of screens, showing materials and dimensions.
- s. Locations of proposed outdoor trash container enclosures; size, typical elevation, and vertical section of enclosures; showing materials and dimensions.
- t. Location, type, size, area, and height of proposed signs.
- u. Layout, size of lines, inverts, hydrants, drainage flow patterns, location of manholes and catch basins for proposed sanitary sewer, water and storm drainage utilities; location and size of retention ponds and degrees of slope of sides of ponds; calculations for size of storm drainage facilities; location of electricity and telephone services; location and size of underground tanks where applicable; location and size of outdoor incinerators; location and size of wells, septic tanks, and drain fields where applicable. Final engineering drawings for all site improvements such as, but not limited to, water, sanitary sewer and storm sewer systems; streets, drives and parking lots; retention ponds and other ponds or lakes, retaining walls; shall be submitted to and approved by the Village

Engineer prior to Planning Commission approval of the final site plan. If on-site water and sewer facilities are to be used, a letter of approval of same, or a copy of the permit from the Washtenaw County Health Department shall be submitted to the Planning Commission Secretary prior to Planning Commission approval of the final site plan.

- v. Landscape plan showing location, size and species of plant materials.
- w. Description of measures to control soil erosion and sedimentation during grading and construction operations and until a permanent ground cover is established. Recommendations for such measures may be obtained from the County Soil Conservation Service.
- x. Location of proposed retaining walls; dimensions and materials of same; fill materials; typical vertical sections; restoration of adjacent properties; where applicable, retaining walls over 18 inches require engineering review.
- y. Location, type, direction, height and photometric of outside lighting and cut sheets shall be shown on the plan.

Site Plan Review and Approval

- z. Right-of-way expansion where applicable; reservation or dedication of right-of-way to be clearly noted.
3. Standards for Review - In reviewing the final site plan, the Planning Commission shall determine whether the plan meets the following standards;
- a. That the final site plan conforms to the preliminary site plan as approved by the Village Council;
 - b. That the plan meets all applicable standards in Section 21.04C(3) herein;
 - c. That the plan meets the specifications of Dexter Village for fire and police protection, water supply, sewage disposal or treatment, storm drainage, and other public facilities and services, and has been reviewed by the Village Planner, Village Fire Chief and the Village Engineer;
 - d. That the proposed development will not cause soil erosion or sedimentation problems;
 - e. That the drainage plan for the proposed development is adequate to accommodate anticipated storm water runoff and will not cause undue runoff onto neighboring property or overloading of watercourses in the area; that the proposed development is coordinated with improvements serving the subject property and with the other developments in the general vicinity;
 - f. That outside lighting will not adversely affect adjacent or neighboring properties, or traffic on adjacent streets;
 - g. That outdoor storage of garbage and refuse is contained, screened from view, and located so as not to be a nuisance to the subject property or neighboring properties;
 - h. That grading or filling will not destroy the character of the property or the surrounding area and will not adversely affect the adjacent or neighboring properties;
 - i. That parking layout will not adversely affect the flow of traffic within the site or to and from the adjacent streets;
 - j. That the plan meets the standards of other government agencies, where applicable, and that the approval of these agencies has been obtained or is assured; and
 - k. That the plan provides for the proper expansion of existing public streets serving the site, where applicable.

Site Plan Review and Approval

1. That the plan meets all other requirements /standards established by the Village of Dexter.
4. The Planner and Engineer shall review the plans and other information submitted for compliance with applicable ordinances, policies, laws and standards and shall furnish written comments, opinions and recommendations to the Village Zoning Administrator at least two (2) weeks prior to the Planning Commission meeting where action is sought.
5. Any plan revised in response to comments from the Planner, Engineer or agencies/departments having jurisdiction shall not be placed on the Planning Commission agenda until written review comments from those persons noted above on the revision have been received by the Zoning Administrator.
6. Planning Commission and Village Council Action - The Planning Commission shall study the final site plan and shall, if the submitted application is complete, recommend approval or disapproval of the final site plan to the Village Council. After receiving a recommendation from the Commission the Village Council may approve, disapprove or require changes in the plan or may attach reasonable conditions to its approval.

The Planning Commission shall include in its study of the site plan consultation with the Village Zoning Administrator, the Village Fire Chief, Village Planner and the Village Engineer, and other governmental officials and departments and public utility companies that might have an interest in or be affected by the proposed development.

Upon Village Council approval of a final site plan, and resolution of any approval contingencies, the applicant, the owner(s) of record, or the legal representative thereof, and the Zoning Administrator shall each sign and stamp five (5) copies of the approved final site plan. The Zoning Administrator shall transmit two (2) signed copies of the plan and any conditions attached to the approval to the applicant and Village project file. If the final site plan is rejected, the Village Council shall notify the applicant in writing of such action and the reasons therefore within two (2) weeks following the action.

7. Effect of Approval - Approval of a final site plan authorizes issuance of a certificate of zoning compliance and issuance of a building permit, provided all other requirements for a building permit have been met. In the case of uses without buildings or structures, approval of a final site plan authorizes issuance of a certificate of zoning compliance and issuance of a certificate of occupancy, provided all other requirements for such certificate have been met.
8. Expiration of Approval - Approval of a final site plan shall expire and be of no effect unless a zoning permit shall have been issued within three hundred sixty

Site Plan Review and Approval

five (365) days of the date of the final site plan. Approval of a final site plan shall expire and be of no effect five hundred forty-five (545) days following the date of approval unless construction has begun on the property and is diligently pursued to completion in conformance with the approved final site plan.

Section 21.05 COMBINING PRELIMINARY AND FINAL SITE PLANS

An applicant may, at the applicant's discretion and risk, with approval of the Zoning Administrator, combine a preliminary and final site plan in an application for approval. The Zoning Administrator shall have the authority to require submittal of a preliminary site plan separate from a final site plan, where, in his/her opinion, the complexity and/or size of the proposed development so warrant. A preliminary and final site plan shall not be combined for any development consisting of two (2) or more phases.

SECTION 21.06 ADMINISTRATIVE REVIEW

The Village Zoning Administrator may review a site plan without submission to the Planning Commission, subject to all of the criteria, requirements and standards as followings ~~standards~~:

- A. The Zoning Administrator may review and consider for approval, conditional approval or denial of site plans without submission to the Planning Commission in the following cases:
 - 1. Expansion or reduction ~~of~~ an existing conforming structure or use of one thousand (1,000) square feet or less.
 - 2. Provision for additional parking, loading/unloading spaces and landscape improvements as required by Ordinance.
- B. The Zoning Administrator is authorized to employ the Village Planner, Village Engineer or other experts to assist in the review of site plans submitted under this section.
- C. At the direction of the Zoning Administrator, any information required in Section 21.04 of the Zoning Ordinance may be required for administrative site plan approval. However, at a minimum, submissions of a site plan including the following information:
 - 1. Proprietors', applicants, and owner's names, addresses and telephone numbers.
 - 2. Date (month, day, year), including revisions.
 - 3. Title Block and Scale.
 - 4. North arrow.
 - 5. Proposed and existing structures, parking areas, etc. on the parcel, and within one hundred (100) feet of the parcel.

Site Plan Review and Approval

6. Floor plans and Elevations. Two or Three dimensional color renderings may be requested by the Zoning Administrator.
- D. The Zoning Administrator shall consider the criteria set forth in Section 21.03 in the review of the site plans submitted under this Section.

Section 21.07 MODIFICATION OF PLAN DURING CONSTRUCTION

All site improvements shall conform to the approved final site plan, including engineering drawings approved by the Village Engineer. If the applicant makes any changes during construction in the development in relation to the approved final site plan, such changes shall be made at the applicant's risk, without any assurances that the Village Council will approve the changes.

It shall be the responsibility of the applicant to notify in writing the Zoning Administrator, and the Village Council of any changes. The Zoning Administrator or the Village Council, whichever is applicable, may require the applicant to correct the changes so as to conform to the approved final site plan.

Section 21.08 AS-BUILT DRAWINGS

- A. The applicant shall provide as-built drawings of all sanitary sewer, water, and storm-sewer lines and all appurtenances, which were installed on a site for which a final site plan was approved. As-built drawing requirements are available in the Village's current engineering standards. The drawings shall be submitted to the Village Zoning Administrator, and shall be approved by the Village Engineer prior to the release of any performance guarantee or part thereof covering such installation.
- B. The as-built drawings shall show, but shall not be limited to, such information as the exact size, type and location of pipes; location and size of valves, fire hydrants, tees and crosses; depth and slopes of retention basins; and location of any type of other utility installations. The drawings shall show plan and profile views of all sanitary and storm sewer lines and plan views of all water lines.
- C. The as-built drawings shall show all work as actually installed and as field verified by a professional engineer or a representative thereof. The drawings shall be identified as "As-Built Drawings" in the title block of each drawing and shall be signed and dated by the owner of the development or the owner's legal representative and shall bear the seal of a professional engineer.

Section 21.09 - PHASING OF DEVELOPMENT

The applicant may divide the proposed development into two or more phases. In such case the preliminary site plan shall cover the entire property involved and shall clearly indicate the location, size, and character of each phase. A final site plan shall be submitted for review and approval for each phase. A construction timeline must be submitted for phased development. The Village

Site Plan Review and Approval

Council may impose restrictions on the approval of subsequent plans and phases ~~not yet completed or for due to~~ lack of permit activity for a period of more than one (1) year. Prior to the approval of subsequent phases the Village Council may require that incomplete site work, such as, but not limited to, incomplete sidewalks, roads or other site amenities that affect the quality of life for residents, be completed.

Section 21.10 - INSPECTION

The Zoning Administrator shall be responsible for inspecting all improvements for conformance with the approved final site plan. All sub-grade improvements, such as utilities sub-base installations for drives and parking lots, and similar improvements shall be inspected and approved prior to covering. ~~An inspection escrow shall be submitted prior to any inspections being completed.~~ The applicant shall deposit with the Village, to be held by the Village in escrow, an amount deemed reasonable by the Zoning Administrator to pay for anticipated inspections. The applicant shall be responsible for requesting the necessary inspections. The Zoning Administrator shall obtain inspection assistance from the Village Fire Chief, and Engineer, where applicable. The Zoning Administrator shall notify the Planning Commission in writing when a development for which a final site plan is approved has passed inspection with respect to the approved final site plan. The Zoning Administrator shall notify the Village Council and the Planning Commission in writing, of any development for which a final site plan was approved, which does not pass inspection with respect to the approved final site plan, and shall advise the Village Council and the Planning Commission of steps taken to achieve compliance. In such case, the Zoning Administrator shall periodically notify the Village Council and the Planning Commission of progress toward compliance with the approved final site plan and when compliance is achieved.

Section 21.11 PERFORMANCE GUARANTEES

- A. Performance bonds, irrevocable bank letters of credit, cash deposits, or other forms of security shall be provided by the applicant to the Village. The guarantee shall be provided after a final site plan and/or zoning compliance certificate is approved, but prior to issuance of a certificate of final zoning compliance, or as determined by the Zoning Administrator, for any improvements covered by the site plan. The guarantee shall cover site improvements shown on the approved final site plan, which will not be completed prior to issuance of the certificate of final zoning compliance. Site improvements shall include but not be limited to: streets and drives, parking lots, sidewalks, street signage, grading, required landscaping, required screens, storm drainage, exterior lighting, trash enclosures and utilities.
- B. The applicant shall provide a cost estimate of the improvements to be covered by the guarantee and such estimate shall be verified as to amount by the Village Engineer. The form of the guarantee shall be approved by the Village Attorney.
- C. If the applicant shall fail to provide any site improvement according to the approved plans within the time period specified in the guarantee, the Village Council shall have the authority to have such work completed. The Village Council may reimburse itself for cost of such work, including administrative costs, by appropriating funds from the deposited

Site Plan Review and Approval

security, or may require performance by the bonding company.

- D. If a cash deposit is used, the applicant and Village Zoning Administrator shall decide at the time of deposit on the means of rebating portions of the deposit in proportion to the amount of work completed on the covered improvements. All required inspections for improvements for which the cash deposit is to be rebated shall have been made before any rebate shall be made.
- E. The Zoning Administrator may refuse to sign a certificate of final zoning compliance in order to achieve compliance with the approved final site plan, and approved engineering plans related thereto. In such cases, a certificate of final zoning compliance shall be signed by the Zoning Administrator upon compliance with the approved plans or upon provision of adequate security to guarantee compliance following occupancy.

Section 21.12 - FEES

Fees for the application and review of site plans and inspections as required by this Article shall be established and may be amended by resolution of the Village Council.

Section 21.13 - VIOLATIONS

The approved final site plan shall become part of the record of approval and subsequent action relating to the site in question shall be consistent with the approved final site plan, unless the Village Council agrees to such changes as provided in this Article. Any violation of the provisions of this Article, including any improvement not in conformance with the approved final site plan, shall be deemed a violation of this Ordinance and shall be subject to all penalties therein.

Section 21.14 PROPERTY MAINTENANCE AFTER APPROVAL

It shall be the responsibility of the owner of a property for which site plan approval has been granted to maintain the property in accordance with the approved site design on a continuing basis until the property is razed, or until new zoning regulations supersede the regulations upon which site plan approval was based, or until a new site design is approved. This maintenance requirement includes healthy landscaping, walls, fences, pavement, pavement markings, signs, building exterior, drainage facilities and all other elements of a site. Any property owner who fails to so maintain an approved site design shall be deemed in violation of the use provisions of this Ordinance and shall be subject to the same penalties appropriate for a use violation.

With respect to condominium projects, the Master Deed shall contain provisions describing the responsibilities of the condominium association, condominium owners, and public entities, with regard to maintenance of the property in accordance with the approved site plan on a continuing basis. A storm water management maintenance schedule shall be part of the master deed. The Master Deed shall further establish the means of permanent financing for required maintenance and improvement activities, which are the responsibility of the condominium association. Failure to maintain an approved site plan shall be deemed in violation of the use provisions of this Ordinance and shall be subject to the same penalties appropriate for a use violation.

Site Plan Review and Approval

Prior to the transitional control date, the developer shall not amend the Master Deed without approval from the Planning Commission.

Village of Dexter ITEM L-7
8140 Main St. Dexter, Michigan 48130
Phone (734) 426-8303
Fax (734) 426-5614

Rec
4/7/06

Application for Appointment as Commission or Committee Member

Name Derek Wilcox
Address 3584 S. WILSON CT.
Phone 424-0625 Best time to call any time

Which Commission/Committee are you applying for?

- ☐ Zoning Board of Appeals
- ☒ Planning Commission
- ☐ Parks Commission
- ☐ Downtown Development Authority
- ☐ Local Development Finance Authority
- ☐ Other (Specify) _____

Why are you interested in serving on this Commission/Committee?

~~Strong~~ Strong interest in the future of Dexter, plus an interest in property law and business development.

What particular skills and/or background do you feel that you could bring to this appointment?

~~Legal background~~
Knowledge of legal issues. Experience and interest in landscaping.
Basic understanding of real estate development.

Please list any other information that you would like to have considered.

DERK AREND WILCOX (P66177)

3584 South Wilson Court, Dexter, MI 48130

DAWilcox@alumni.avemarialaw.edu

Home: (734) 424-0625; Cell: (734) 276-1795

EMPLOYMENT

Sullivan and Leavitt, P.C., Novi, MI

Associate, October 2004 - present

Litigation

Conduct weekly courtroom pre-trials and formal hearings for traffic and regulatory violations. Research multi-state jurisdictional issues. Draft complaints, motions, answers, discovery requests, and appeals. Collection actions.

Transactional/Estate Planning

Create corporations and limited liability companies and file appropriate paperwork with state agencies. Review and challenge an International Fuel Tax Agreement audit. Draft estate plans for multi-million dollar estates. Conduct real estate transactions. Ascertain tax issues related to business entities. Prepared administrative tax hearing proceedings. Research issues related to the Federal Wage and Hour Regulations, and the process used to export automobile fuel from another state. Research changes in ERISA Multi-Employer Pension Plan withdrawal liability.

Derk Arend Wilcox Attorney at Law, Ann Arbor, MI

Attorney in Solo Practice, February 2004 - October 2004

Probate/Estates

Probated a large estate that had been neglected for over five years; searched for and collected assets, sought recovery of foreclosed property, filed back taxes and negotiated settlement among disputing heirs. Drafted wills and trusts. Represented clients during guardianship proceedings.

Transactional

Conducted mortgage foreclosure defense proceedings. Reviewed and advised on non-compete contracts.

Pear Sperling Eggan & Daniels, P.C., Ann Arbor & Ypsilanti, MI

Law Clerk/Attorney, January 2002 - October 2004

Litigation

Contributed research and writing support to numerous appeals, including the prevailing brief in the Supreme Court case, *City of Grosse Pointe Park v. Michigan Municipal Liability and Property Pool* (2005). Drafted appeals to both the Appellate and Supreme Court. Served as the primary research assistant representing the City of Ann Arbor in the high-profile case of *Stacey Washington v. City of Ann Arbor*. Drafted motions *in limine* and motions for summary disposition.

Transactional

Researched UCC and banking issues including bank fraud, fiduciary duties and wire draws and transfers. Handled real estate matters including title, zoning, license, easements and cell tower issues. Gained experience in contract, environment law and employment law matters.

DERK AREND WILCOX (P66177)

Economics America, Inc., Ann Arbor, MI

Research Associate / Editor, 1991-2000

Prepared forecasts of mail volume for use as testimony in postal rate cases for an economic consulting firm specializing in econometric forecasting. Examined and responded to interrogatories submitted during discovery on behalf of the U.S. Postal Service. Interacted with various government agencies, drafted memoranda and researched, wrote and edited academic volumes published by the employer that established standards in the field.

EDUCATION

Ave Maria School of Law, Ann Arbor, MI

Juris Doctorate, May 2003

Member, Inaugural Class of Ave Maria School of Law
Thomas More Full Academic Scholarship

University of Detroit, Mercy, Detroit, MI

Master of Economics, December 1993

GPA 3.9/4.0

University of Michigan, Ann Arbor, MI

Bachelor of Arts, Economics; Political Science, December 1991

Michigan Competitive Scholarship recipient

Eastern Michigan University, Ypsilanti, MI

Courses studied: political science and physics.

MEMBERSHIPS

State Bar of Michigan, Admitted November 2003

Member of Real Property, Law Firm Practice, and Business Law Sections

Washtenaw County Bar Association Member

Member of Employment Law, Real Estate, Environmental Law, and Estate Planning, Probate and Trusts Sections.

INTERESTS & ACCOLADES

Treasurer, Ave Maria School of Law Alumni Association

Published book review in *Journal of Business Economics*

Two-time Great Lakes State Scottish Highland Games Champion

Bronze-medal winner in wrestling at Great Lake State Games Olympic Festival

